



# REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993

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[www.RegionalHA.org](http://www.RegionalHA.org)

June 28, 2022

TO: Chairperson Marc Boomgaarden  
Vice-Chairperson Manny Cardoza  
Commissioner Tony Kurlan  
Commissioner Dan Miller  
Commissioner Sue Hoek  
Commissioner Denise Conrado  
Commissioner Jeremy Chapdelaine  
Commissioner Bob Woten  
Commissioner Suzanne Gallaty  
Commissioner Kent Boes  
Commissioner Nicholas Micheli  
Commissioner Doug Lofton  
Commissioner John Loudon  
Commissioner Randy Fletcher  
Legal Counsel Brant Bordsen

Sutter County Board of Supervisors  
Nevada County Board of Supervisors  
Yuba County Board of Supervisors  
Colusa County Board of Supervisors  
City Council, Live Oak  
City Council, Yuba City  
City Council, Colusa  
Duane Oliveira, General Counsel Emeritus  
Appeal-Democrat  
PEU Local #1  
Judy Sanchez, City of Yuba City  
The Union

## NOTICE OF REGULAR MEETING

July 6, 2022

You are hereby notified that the Commissioners of the Regional Housing Authority are called to meet in Regular Session at **12:15 PM on Wednesday, July 6, 2022, at Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**

  
\_\_\_\_\_  
Gustavo Becerra  
Executive Director



AGENDA  
REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS OF  
REGIONAL HOUSING AUTHORITY

**Richland Neighborhood Center,  
420 Miles Avenue, Yuba City, CA 95991**

**July 6, 2022, 12:15 PM**

- A. CALL TO ORDER: ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC PARTICIPATION: Members of the public shall be provided with an opportunity to address the Board on items of interest that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda. Persons who wish to address the Board during public comment or with respect to an item that is on the agenda, will be limited to three (3) minutes.
- D. EXECUTIVE SESSION: NONE  
May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
- E. AWARDS AND PRESENTATIONS: NONE
- F. CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion unless members of the Board request specific items to be discussed or removed from the Consent Calendar for individual action.
  - 1. Recommend Approval of Minutes – May 18, 2022 pg. 1
  - 2. Recommend Establishing the Findings to Allow the Board to meet virtually if they elect to do so pg. 6
  - 3. Approval of Revised COVID-19 Prevention Program pg. 8
  - 4. Resolution 22-1751 – Approval of Admissions and Continued Occupancy Policy (ACOP) for the HUD Low-Income Public Housing Program pg. 36
  - 5. Resolution 22-1752 – USDA Collection Loss Write-off pg. 40

6. Resolution 22-1753 – Kingwood Commons Collection Loss Write-Off pg. 42

G. OLD BUSINESS: Discussion/Possible Action: NONE

H. NEW BUSINESS: Discussion/Possible Action:

7. Annual CHPC Affordable Housing Needs Report (Informational Only)  
Gustavo Becerra, Executive Director

a. Yuba County pg. 44

b. Colusa County pg. 49

c. Sutter County pg. 54

d. Nevada County pg. 59

I. ADMINISTRATIVE REPORT:

8. Administrative Update  
Gustavo Becerra, Executive Director

J. HOUSING COMMISSIONERS' COMMENTS:

K. NEXT MEETING: July 20, 2022

L. ADJOURNMENT:

REGIONAL HOUSING AUTHORITY  
Minutes  
Regular Board Meeting  
May 18, 2022

ITEM NO. A - CALL TO ORDER:

Chairperson Kent Boes called the meeting to order.

ITEM NO. A - ROLL CALL:

Chairperson Kent Boes, Commissioners Dan Miller, Denise Conrado, Jeremy Chapdelaine, Manny Cardoza, Marc Boomgaarden, Bob Woten, John Loudon, Suzanne Gallaty, and Tony Kurlan were present. Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Sue Hoek, and Nicholas Micheli were absent. Legal Counsel Brant Bordsen was also present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Commissioner Loudon led the pledge of allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D.1. – FSS GRADUATE JASON STAPLETON:

Family Self-Sufficiency Coordinator Josie Alcaraz stated Jason Stapleton began on the program in May 2019 at which time he was receiving cash aid. Mr. Stapleton is currently attending college and working in Human Resources at Denny's where his wife is also the restaurant manager. Mr. Stapleton graduated in April 2022 with an escrow check of \$10,656.00.

Mr. Stapleton expressed his appreciation for all the Housing Choice Voucher has provided to him and his family.

ITEM NO. D.2. – FSS GRADUATE RAHMATULLAH HOOSEIN:

Ms. Alcaraz shared Rahmatullah Hoosein enrolled in the program in May 2021 and graduated in one year, May 2022. She stated Mr. Hoosein is employed with Sutter County and is working towards purchasing a home. Mr. Hoosein is receiving an escrow check in the amount of \$675.12.

ITEM NO. D.3. – FEATHER RIVER WEST LEVEE FINANCING AUTHORITY OPERATIONS AND MAINTENANCE ASSESSMENT:

Andrew Stresser, Levee District 1 & 9 General Manager and Mike Inamine, FRWLFA Project Manager gave a presentation regarding the proposed Operations and Maintenance Assessment. They provided information regarding the pros and cons of passing the proposed



assessment.

ITEM NO. E.4-13. - CONSENT CALENDAR:

Commissioner Miller made a motion to approve the Consent Calendar as submitted. Commissioner Gallaty made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Commissioners Jeramy Chapdelaine, Manny Cardoza, Dan Miller, Denise Conrado, Marc Boomgaarden, Bob Woten, Tony Kurlan, John Loudon, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Sue Hoek, and Nicholas Micheli

ITEM NO. F.- OLD BUSINESS: NONE

ITEM NO. G.14. – ROLL CALL VOTE ON PROPOSED FEATHER RIVER WEST LEVEE FINANCING AUTHORITY (FRWLFA) OPERATIONS AND MAINTENANCE ASSESSMENT:

Executive Director Gustavo Becerra explained the ballots have been received. He shared a spreadsheet was prepared breaking down the additional costs this assessment would cause and indicated the Housing Authority could afford to pay this new assessment if passed.

Commissioner Cardoza made a motion to take a roll call vote on the proposed maintenance and operations assessments and authorize the Executive Director to fill out the ballots for each Housing Authority property according to the majority vote and submit as required to FRWLFA on or before June 22, 2022. Commissioner Miller made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Commissioners Jeramy Chapdelaine, Manny Cardoza, Dan Miller, Denise Conrado, Marc Boomgaarden, Bob Woten, Tony Kurlan, John Loudon, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Sue Hoek, and Nicholas Micheli

ITEM NO. G.15. – APPOINTMENT OF COMMISSIONER TO THE SUTTER COMMUNITY AFFORDABLE HOUSING BOARD OF DIRECTORS:

Commissioner Miller nominated Commissioner Manny Cardoza to the Sutter Community Affordable Housing Board of Directors. Commissioner Gallaty made the second. Commissioner

Chapdelaine made a motion to close the nominations. Commissioner Woten made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Commissioners Jeramy Chapdelaine, Manny Cardoza, Dan Miller, Denise Conrado, Marc Boomgaarden, Bob Woten, Tony Kurlan, John Loudon, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Sue Hoek, and Nicholas Micheli

ITEM NO. G.16. – ELECTION OF OFFICERS:

Commissioner Miller made a motion to elect Marc Boomgaarden as Chairperson. Commissioner Loudon made the second. Commissioner Cardoza made a motion to close the nominations. Commissioner Miller made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Commissioners Jeramy Chapdelaine, Manny Cardoza, Dan Miller, Denise Conrado, Marc Boomgaarden, Bob Woten, Tony Kurlan, John Loudon, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Sue Hoek, and Nicholas Micheli

Commissioner Miller made a motion to elect Jeramy Chapdelaine as Vice-Chairperson. Commissioner Conrado made the second. Commissioner Kurlan made a motion to elect Manny Cardoza as Vice-Chairperson. Commissioner Cardoza made the second. Commissioner Woten made a motion to close the nominations. Commissioner Conrado made the second. Commissioner Chapdelaine asked to withdraw his nomination. The following roll call vote was taken for Manny Cardoza to be elected Vice-Chairperson:

Vote: Ayes: Chairperson Marc Boomgaarden, Commissioners Kent Boes, Jeramy Chapdelaine, Manny Cardoza, Dan Miller, Denise Conrado, Bob Woten, Tony Kurlan, John Loudon, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Sue Hoek, and Nicholas Micheli

ITEM NO. H.17. – RHA OWNED/MANAGED PROPERTIES OCCUPANCY/ELIGIBILITY UPDATE:

Occupancy Manager Pattra Runge shared the numbers remain strong. She mentioned the Office of Migrant Services (OMS) property opened on May 2, 2022 and 67 families were housed on the first day. Ms. Runge stated there are currently 3 vacancies with one anticipated to lease up today.

ITEM NO. H.18. – HOUSING CHOICE VOUCHER OCCUPANCY/ELIGIBILITY UPDATE:

Occupancy Manager Alisha Parker mentioned voucher utilization remains high. She shared Brunswick Commons in Grass Valley should be leasing up in June and referrals for Cedar Lane should also be coming in in June. Ms. Parker explained the Housing Choice Voucher waiting list for the mainstream preference only will be opening on June 15, 2022. Mr. Becerra stated 23 Foster Youth Vouchers were recaptured by HUD because they were not used.

ITEM NO. H.19. – MAINTENANCE UPDATE:

Assistant Operations Manager Tony Langlois said the work order numbers remain steady with no upticks or drop offs. He shared the painting vendor is retiring and staff are currently looking for a new paint vendor.

Chairperson Boomgaarden asked about the water restrictions being put in place by the City of Yuba City and if there will be any risk of losing landscaping. Mr. Becerra said it is possible, but staff are working with the landscaping company to ensure the sprinklers are scheduled for the proper days. He mentioned there are a few landscaping projects underway to be more drought tolerant.

ITEM NO. H.20. – PLANNING AND COMMUNITY DEVELOPMENT UPDATE:

Mr. Becerra stated the new maintenance department building is approximately 98% complete. He said the plans for the rehabilitation project for OMS are at the City of Yuba City and the architect is reviewing the comments. Mr. Becerra mentioned there are five projects under construction and are all behind schedule due to the material and labor delays.

Mr. Becerra shared the Bear Ridge Apartment project in Wheatland will be closing soon. He stated there are many funding applications submitted and awaiting to hear about awards.

ITEM NO. H.21. – ADMINISTRATIVE UPDATE:

Mr. Becerra stated as per the actuary report through June 30, 2021, the pension liability is gone.

ITEM NO. I. – CLOSED SESSION: PURSUANT TO SECTION 54956.9 OF THE CALIFORNIA GOVERNMENT CODE: CONFERENCE WITH LEGAL COUNSEL, ANTICIPATED LITIGATION, NUMBER OF POTENTIAL CASES TO BE DISCUSSED:1:

Legal Counsel Brant Bordsen stated there was no reportable action.

ITEM NO. J - HOUSING COMMISSIONERS' COMMENTS:

Commissioner Miller shared Armed Forces Appreciation Day will take place in Grass Valley on Saturday from 11:00 AM to 4:00 PM.

Commissioner Gallaty thanked the Board for her reappointment to the Tenant Commissioner position.

ITEM NO. K – NEXT MEETING: June 1, 2022

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 1:48 PM.

**REGIONAL HOUSING AUTHORITY**

**STAFF REPORT**

**Date:** July 6, 2022

**To:** Board of Commissioners

**From:** Jennifer Ruiz, Executive Assistant/HR Coordinator

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**SUBJECT:** Ability to Hold Board Meetings Virtually as per AB361

**RECOMMENDATION:** Establish the Findings to Allow the Board to meet virtually if they elect to do so

**FISCAL IMPACT:** N/A

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**Background**

On September 16, 2021, Governor Gavin Newsom signed AB 361 which will go into effect October 1, 2021. AB 361 extends the COVID-19 rules for conducting virtual or teleconference meetings under the Brown Act. In order to utilize the provisions of AB 361, a meeting must be held during a proclaimed state of emergency in which state or local officials have imposed or recommended measures to promote social distancing. The legislative body of the local agency must determine, by majority vote, that meeting in person would present imminent risks to health or safety of attendees.

If a proclaimed state of emergency still exists and the local agency wishes to continue to hold meetings in compliance with AB 361, the following must be done:

1. Within 30 days of the initial virtual or teleconference meeting, make the following findings by majority vote:
  - a. The agency has reconsidered the circumstances of the state of emergency, and
  - b. It either continues to directly impact the ability of members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing
2. Make the same findings by majority vote every 30 days thereafter.



**Recommendation**

It is recommended that the Board of Commissioners of Regional Housing Authority establish the findings to allow the Board to meeting virtually if they elect to do so as per AB 361.

Prepared by:

Submitted by:



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Jennifer Ruiz  
Executive Assistant/HR Coordinator



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Gustavo Becerra  
Executive Director



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### COVID-19 PREVENTION PROGRAM

January-May 2022

This COVID-19 Prevention Program (CPP) is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

#### SCOPE

This policy applies to all employees with the following exceptions:

- a. Work locations with one employee who does not have contact with other persons
- b. Employees working from home
- c. Employees with occupational exposure as defined by Cal/OSHA Title 8 Section 5199, when covered by that section
- d. Employees teleworking from a location of the employee's choice that is not under the control of Regional Housing Authority

Regional Housing Authority will check for the most current information from the California Department of Public Health (CDPH) including guidance documents, Health Orders, and Executive Orders from the Governor's Office and county and local health departments and follow the most current information. Some provisions of Cal/OSHA's COVID-19 emergency regulation may be suspended, or more stringent requirements may need to be implemented based on updated guidance and orders from the CDPH and the Governor's Office through the issuance of updated or new Executive Orders and county or local health department regulations.

#### AUTHORITY AND RESPONSIBILITY

The Executive Director, Executive Assistant/HR Coordinator and Operations Manager have overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices; following all directives, policies, and procedures; and assisting in maintaining a safe work environment.

## IDENTIFICATION AND EVALUATION OF COVID-19 HAZARDS

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the Appendix A: Identification of COVID-19 Hazards form
- Evaluate employees' potential workplace exposures to all persons at or who may enter our workplace
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls
- Conduct periodic inspections using the Appendix B: COVID-19 Inspections form as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

### Employee Participation

Employees and their authorized employee representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by notifying Jennifer Ruiz, Executive Assistant/HR Coordinator, of any hazards or suggestions to improve safety in our agency.

### Employee Screening

We screen our employees by having employees self-screen according to CDPH guidelines before reporting to work, conducting a temperature check when arriving at the workplace and filing out a brief questionnaire which is to be provided to Jennifer Ruiz, Executive Assistant/HR Coordinator at the end of each pay period.

### Ventilation and Filtration Efficiency

For indoor locations, we will evaluate how to maximize ventilation with outdoor air to the highest level of filtration efficiency compatible with the existing ventilation system and whether the use of portable or mounted high efficiency particulate air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission.

We will review applicable orders and guidance from the State of California and the local health department related to COVID-19 hazards and prevention. These orders and guidance are both information of general application, including Interim Guidance for Ventilation, Filtration, and Air Quality in Indoor Environments by the ~~California Department of Public Health (CDPH)~~ and information specific to our industry, location, and operations.

## CORRECTION OF COVID-19 HAZARDS

Unsafe or unhealthy work conditions, practices, or procedures will be documented on the Appendix B: COVID-19 Inspections form and corrected in a timely manner based on the severity of the hazards, as follows:

- Managers/Supervisors should conduct a frequent analysis into work practices to ensure all safety protocols are being adhered to.
- Managers/Supervisors should notify the Executive Assistant/HR Coordinator or Operations Manager regarding the need of additional PPE or if additional protocols need to be developed.
- Hazards will be assessed and corrected within a reasonable timeframe.
- Managers/Supervisors will follow up to ensure timely correction and ongoing adherence to safety protocols.

## CONTROL OF COVID-19 HAZARDS

### Face Coverings

For all employees, we will provide clean, undamaged face coverings or they may use their own face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, or in vehicles and where required by orders from the ~~California Department of Public Health (CDPH)~~ or local health department. Employees may request additional masks when needed by contacting the Executive Assistant/HR Coordinator or the Operations Manager. Managers/Supervisors will ensure employees wear a face covering when conditions require face coverings and that the required face coverings are clean and undamaged, and they are worn over the nose and mouth.

When employees are required to wear face coverings under section 3205 or sections 3205.1 through 3205.4, the following exceptions apply:

- When an employee is alone in a room, their office, at their cubicle or alone in a vehicle.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis. Specific tasks that cannot feasibly be performed with a face covering.

Any employee not wearing a face covering, pursuant to the exceptions listed above, and not wearing a non-restrictive alternative when allowed by Section 3205 (c)(6)(E) shall be ~~at least six feet apart from all other persons unless the unmasked employee is either fully vaccinated or tested~~ at least weekly for COVID-19.

When face coverings are not required by this section, section 3205, or sections 3205.1 through 3205.4, we will provide face coverings to employees upon request, ~~regardless of vaccination status~~.



## Vaccinations

We will document vaccinations in the following manner:

- Employees will provide proof of COVID vaccination (vaccine card, image of vaccine card or health care document showing vaccination status) to the Executive Assistant/HR Coordinator.

~~Employees who choose not to reveal their vaccination status will be treated as if unvaccinated in accordance with Cal/OSHA requirements.~~

The Executive Assistant/HR Coordinator will provide managers with a list of employees who are not fully vaccinated, or have not provided necessary documentation, so they are able to enforce the face covering requirements for those employees as specified in this plan.

## Engineering Controls

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Staff will monitor the air quality index and heat index in circumstances where the amount of outside air needs to be minimized due to other hazards, such as heat or wildfire smoke.

## Cleaning and Disinfecting

~~We have implemented the following cleaning and disinfection measures for frequently touched surfaces:~~

- ~~• Frequent cleaning of high touched objects and surfaces such as light switches, handrails, copy machines, faucets, and doorknobs. Cleaning and disinfecting of conference rooms, offices, restrooms, and other common areas by a professional cleaning crew.~~
- ~~• Conference rooms are also disinfected after each use by employees.~~
- ~~• Employees are provided with EPA-approved disinfecting cleaning supplies and wipes designed for use against COVID-19. Supplies are readily available to all employees.~~
- ~~• Employees have been instructed to clean their workspace each day, especially high contact areas such as keyboard, mouse, phones, headsets, door handles, light switches, and desktops.~~
- ~~• Employees have been instructed to follow the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, personal protective equipment, concentration, contact time).~~
- ~~• The Executive Assistant/HR Coordinator and Operations Manager conduct inventory to ensure there are adequate supplies to support cleaning and disinfection practices.~~
- ~~• Disposable gloves are provided to employees who handle items touched by the public.~~
- ~~• Hand sanitizer stations are in place, and employees are encouraged to wash their hands frequently with soap and water for 20 seconds.~~



~~Should we have a COVID-19 case during the high-risk exposure period, and disinfection of the area, material or equipment is indoors and will be used by another employee within 24 hours of the COVID-19 case, employees will not be allowed in the area where a COVID-19 confirmed, or suspected employee/person worked until the area has been deep cleaned and disinfected.~~

~~Deep cleaning will consist of the following procedures:~~

- ~~• Waiting for 24 hours, if possible, before cleaning and sanitizing to minimize the potential for exposure to respiratory droplets.~~
- ~~• Opening outside doors and windows to increase air circulation in the area.~~
- ~~• Using a disinfectant that is approved for use against SARS-CoV-2, the coronavirus that causes COVID-19.~~
- ~~• Disinfecting all touch points, not just the frequently touched surfaces.~~
- ~~• Removing any visible soil with a detergent-based cleaner before applying a disinfectant and following instructions on the product label for effective disinfecting. Some disinfectants are also cleaners and, therefore, can be used for both steps.~~
- ~~• Ensuring surfaces remain visibly wet for the contact time specified on the product label.~~

~~To minimize cross-contamination, additional considerations when disinfecting surfaces may include:~~

- ~~• Disinfecting surfaces from clean areas to dirty areas. For example, restrooms being one of the highly contaminated areas should be cleaned last.~~
- ~~• Disinfecting surfaces from high areas to low areas, so any dirt or dust that may contain germs dislodged from above are removed when you clean the lower surfaces.~~
- ~~• Disinfecting last after other activities (including emptying trash, removing visible soil, and vacuuming) are complete, so any potentially contaminated dirt or dust do not re-contaminate already disinfected surfaces.~~

~~Should we have a COVID-19 case in our workplace, we will implement the following procedures:~~

- ~~• Inform employees of their possible exposure to COVID-19 in the workplace, but maintain confidentiality as required by the Americans with Disabilities Act (ADA) and the California Department of Fair Employment and Housing.~~
- ~~• Temporarily close the general area where the infected employee worked until cleaning is completed.~~
- ~~• Conduct deep cleaning of the entire general area where the infected employee worked and may have been, including breakrooms, restrooms, and travel areas, with a cleaning agent approved for use by the EPA against coronavirus. Ideally, the deep cleaning should be performed by a professional cleaning service.~~
- ~~• Any person cleaning the area will be equipped with the proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, mask, or respirator if required) in addition to PPE required for cleaning products.~~

### Hand Sanitizing

In order to implement effective hand sanitizing procedures, we shall encourage employees to wash their hands regularly with soap and water for at least 20 seconds and provide effective sanitizer in areas throughout the work environment.

### Personal Protective Equipment (PPE) Used to Control Employees' Exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

Upon request, we will provide respirators for voluntary use, in compliance with subsection 5144 (c)(2) to all employees ~~who are not fully vaccinated and~~ who are working indoors or in vehicles with more than one person. We will encourage their use and ensure employees are provided with a respirator of the correct size.

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Additional measures will be utilized as required by state and local health departments.

### INVESTIGATING AND RESPONDING TO COVID-19 CASES

This will be accomplished by using the Appendix D: Investigating COVID-19 Cases form.

Unvaccinated employees who had potential COVID-19 exposure\* in our workplace will be:

Indicate how the following will be accomplished:

- Informed of their possible exposure to COVID-19 in the workplace while maintaining confidentiality.
- Offered COVID-19 testing at no cost during their working hours.
- Provided information on benefits as outlined in the Training and Instruction section
  - ~~Advised of the temporary closing of the general area where the infected employee(s) worked until cleaning is completed.~~
  - ~~Advised of the deep cleaning of the entire area where the infected employee(s) worked and may have been.~~

~~\*COVID exposure definition (Appendix G): Employee who was within six feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from two days before illness onset (or, for asymptomatic patients, two days prior to test specimen collection)~~

## SYSTEM FOR COMMUNICATING

Our goal is to ensure we have effective two-way communication with our employees in a form they can readily understand, and it includes the following information:

- Employees shall report COVID-19 symptoms and possible hazards to their immediate manager and/or the Executive Assistant/HR Coordinator.
- Instructing employees not to report to work when sick.
- Informing employees they can report symptoms and hazards without fear of reprisal.
- Providing reasonable accommodations for employees with medical or other conditions that put them at increased risk of severe COVID-19 illness when possible.
- Within one business day of the time the Regional Housing Authority knew or should have known of a COVID-19 case, a written notice will be given to all persons at the worksite who may have been exposed to COVID-19. The written notice shall be written in a way that it does not reveal any personal identifying information of the COVID-case and in the manner that Regional Housing Authority normally uses to communicate employment-related information. The notice shall include the cleaning and disinfection plan required by Labor Code section 6409.6 (a)(4). The notice must be sent to all employees who were on the premises at the same worksite as the COVID-19 case during the high-risk exposure period. The notice must also be sent to independent contractors and other employers on the premises at the same worksite as the COVID-19 cases during the ~~high-risk exposure~~~~infectious~~ period.
- Regional Housing Authority will make testing available at no cost, during paid time, to all employees of the Regional Housing Authority who had close contact in the workplace and provide them with the information on benefits described in Title 8, Section 3205.
- Where testing is not required, advising employees to contact their personal physician, or the county health department for information on where they can access COVID-19 testing. In the event the entity is required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- COVID-19 testing is not required for the following employees:
  - Fully vaccinated and boosted employees who have provided the proper documentation.
  - ~~COVID-19 cases who have returned to work pursuant to subsection 3205(c)(11)(A) or (B) and have remained free of COVID-19 symptoms for 90 days after the initial onset of COVID-19 symptoms, or for COVID-19 cases who never developed symptoms for 90 days after their first positive test.~~
- Providing information about COVID-19 hazards to employees (and other employers and individuals in contact with our workplace) who may be exposed, what is being done to control those hazards, and our COVID-19 policies and procedures.
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control



those hazards, and our COVID-19 policies and procedures.

- This information shall be communicated to employees using different methods such as in person, telephone, or email.

## TRAINING AND INSTRUCTION

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This includes any benefits available under legally mandated sick and vaccination leave, if applicable, workers' compensation law, local governmental requirements, our leave policies, and leave guaranteed by contract, and Section 3205
- The fact that:
  - COVID-19 is an infectious disease that can be spread through the air when an infectious person talks or vocalizes, sneezes, coughs, or exhales.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth, although that is less common, and that an infectious person may have no symptoms.
  - ~~An infectious person may have no symptoms.~~
  - Particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increase ventilation indoors, and respiratory protection decrease the spread of COVID-19 but are effective when used in combination.
- Our policy for providing respirators, and the right of employees ~~who are not fully vaccinated~~ to request a respirator for voluntary use as stated in this program, without fear of retaliation and at no cost to employees. Whenever respirators are provided for voluntary use under this section or section 3205.1 through 3205.4, training will be provided on how to properly wear the respirator, and how to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair interferes with the seal.
- ~~The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 but are most effective when used in combination.~~
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - COVID-19 is an airborne disease. N95s and more protective respirators protect the users from airborne disease while face coverings are intended to primarily protect people around the user.
- COVID-19 symptoms and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

- Information on our COVID-19 policy, how to access COVID-19 testing and vaccination; and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.
- The conditions under which face coverings must be worn at the workplace and that ~~face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained.~~ Employees can request face coverings from the employer at no cost to the employee and can wear them at work, regardless of vaccination status, without fear of retaliation.

Appendix E: COVID-19 Training Roster will be used to document this training.

### EXCLUSION OF COVID-19 CASES

Regional Housing Authority will check for the most current information from the CDPH including guidance documents, health orders, and executive orders from the governor's office and county and local health departments and follow the most current information.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for-COVID-19-Contact-Tracing.aspx>

Where we have a COVID-19 case in our workplace and employees who had a close contact, we will limit transmission by:

- Ensuring COVID-19 cases are excluded from the workplace until our return-to-work requirements are met,
- Reviewing current CDPH guidance for persons who had close contacts, including guidance regarding quarantine or other measures to reduce transmission/ We will develop, implement, and maintain effective policies to prevent transmission of COVID-19 be persons who have close contact, with the following exceptions:
  - ~~Employees who were fully vaccinated and boosted before the close contact and who do not develop COVID-19 symptoms do not need to be excluded if they wear a face covering and maintain six feet of distance from others at the workplace for 10 days following the last date of close contact;~~
  - ~~COVID-19 cases who returned to work pursuant to the requirements and have remained free of COVID-19 symptoms do not need to be excluded from the workplace for 90 days after the initial onset of COVID-19 symptoms. This exception only applies if these employees wear a face covering and maintain six feet of distance from others while at the workplace for 10 days following the last date of close contact.~~
  - ~~COVID-19 cases who returned to work pursuant to Title 8, Section 3210, subsection (c)(10)(B) who never developed COVID-19 symptoms do not need to be excluded from the workplace for 90 days after the first positive test. This exception only applies if these employees wear a face covering and maintain six feet of distance from others while at the workplace for 10 days following the last date of close contact.~~



- If Regional Housing Authority does not exclude an employee who had a close contact as permitted by the exceptions noted above, Regional Housing Authority shall provide the employee with information about any applicable precautions recommended by CDPH for persons with close contact.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we have demonstrated that the COVID-19 exposure is work related. This will be accomplished by:
  - Allowing them to work remotely when they can fulfill their duties from home.
  - Using leave accruals including sick, vacation or comp time.
- Providing employees at the time of exclusion with information on available benefits.

#### REPORTING, RECORD KEEPING, AND ACCESS

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, to authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the Appendix D: Investigating COVID-19 Cases form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

#### RETURN-TO-WORK CRITERIA

Regional Housing Authority will check for the most current information from the CDPH including guidance documents, health orders, and executive orders from the governor's office and county and local health departments and follow the most current information.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for-COVID-19-Contact-Tracing.aspx>

Field Code Changed

The following return to work criteria shall apply to COVID-19 cases and employees excluded under sections 3205.1 and 3205.2. We will meet the requirements listed below:

- COVID-19 cases, regardless of vaccination status or previous infection, who do not develop COVID-19 symptoms or whose COVID-19 symptoms are resolving, shall not return to work until:
  - At least five days have passed from the date that COVID-19 symptoms began or, if the person does not develop COVID-19 symptoms, from the date of first positive COVID-19 test;

- At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever reducing medications; and
  - A negative COVID-19 test from a specimen collected on the fifth day or later is obtained; or, if unable to test, 10 days have passed from the date that COVID-19 symptoms began or, if the person does not develop COVID-19 symptoms, from the date of first positive test.
- COVID-19 cases, regardless of vaccination status or previous infection, whose COVID-19 symptoms are not resolving, may not return to work until:
  - At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medication; and
  - Symptoms are resolving or 10 days have passed from when the symptoms began.
- Regardless of vaccination status, previous infection, or lack of COVID-19 symptoms, a COVID-19 case shall wear a face covering in the workplace until 10 days have passed since the date that COVID-19 symptoms began or, if the person did not have COVID-19 symptoms, from the date of their first positive COVID-19 test.
- The requirements in this section apply regardless of whether an employee has previously been excluded or other precautions were taken in response to an employee's close contact or membership in an exposed group.
- ~~Persons who test positive for COVID-19 regardless of vaccination status, previous infection or lack of symptom will need to:~~
  - ~~Stay home for at least 5 days~~
  - ~~Isolation can end after day 5 if symptoms are not present or are resolving and a diagnostic specimen collected (antigen test preferred) on day 5 or later tests negative.~~
  - ~~If unable to test or choosing not to test, and symptoms are not present or are resolving, isolation can end after day 10.~~
  - ~~If fever is present, isolation should be continued until fever resolves.~~
  - ~~If symptoms, other than fever, are not resolving continue to isolate until symptoms are resolving or until after day 10.~~
  - ~~Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.~~
- ~~Persons who are exposed to someone with COVID-19 and are unvaccinated, vaccinated and booster-eligible but has not yet received their booster dose will need to:~~
  - ~~Stay home for at least 5 days, after your last contact with a person who has COVID-19.~~
  - ~~Test on day 5.~~
  - ~~Quarantine can end after day 5 if symptoms are not present and a diagnostic specimen collected ((antigen test preferred) on day 5 or later tests negative.~~
  - ~~If unable to test or choosing not to test, and symptoms are not present, quarantine can end after day 10.~~
  - ~~Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.~~
  - ~~If testing positive, follow isolation recommendations above.~~

- ~~If symptoms develop, test, and stay home.~~
- ~~Persons who are exposed to someone with COVID-19 and are boosted or are vaccinated but not yet booster-eligible should:~~
  - ~~Test on day 5.~~
  - ~~Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.~~
  - ~~If testing positive, follow isolation recommendations above.~~
  - ~~If symptoms develop, test, and stay home.~~

If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period shall be in accordance with the return-to-work periods listed in the return-to-work criteria in this program.

#### MULTIPLE COVID-19 INFECTIONS AND COVID-19 OUTBREAKS

If there are multiple COVID-19 infections and COVID-19 outbreaks, this section of the CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### COVID-19 testing

- We will make COVID-19 testing available to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period, ~~or employees who were fully vaccinated before section 3205.1 became applicable and who do not have COVID-19 symptoms~~; and for COVID-19 returned cases who did not develop symptoms after returning to work pursuant to subsections 3205(c)(11)(A) or (B), no testing is required ~~for 90 days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed symptoms, 90 days after the first positive test.~~ COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
  - Testing shall be made available to all employees in our exposed workplace, regardless of vaccination status, and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
    - After the first two COVID-19 tests, we will continue to make COVID-19 testing available once a week at no cost to all employees in the exposed group who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until this section no longer applies, pursuant to more protective stringent state or local health department mandates or guidance. ~~Any employees in the exposed group who are not wearing respirators required by this policy and used in compliance with section 5144 shall be separated from other~~

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~~persons by at least six feet, except where it can be demonstrated that six feet of separation is not feasible, and except for momentary exposure while persons are in movement. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.~~

- ~~Employees who had close contacts shall have a negative COVID-19 test taken within three and five days after the close contact or shall be excluded and follow the return-to-work requirements of this policy starting from the date of the last known close contact.~~

All employees in the exposed group shall wear face coverings when indoors or when outdoors and less than six feet from another person, unless one of the exceptions in subsection 3205 (c)(6) (CD) applies.

Notice shall be given to employees in the exposed group of their right to request a respirator for voluntary use under subsection 3205(c)(7)(CD)2., ~~if they are not fully vaccinated.~~

An evaluation of the worksite will be completed to determine whether to implement physical distancing of at least six feet between persons or, where six feet of physical distancing is not feasible, ~~the use of cleanable solid partitions of sufficient size to reduce COVID-19 transmission as much distance between persons as feasible.~~

#### **COVID-19 investigation, review and hazard correction**

In addition to our CPP *Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards*, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.

- o Improving air filtration.
- o Increasing physical distancing as much as possible.
- o Respiratory protection.

In buildings or structures with mechanical ventilation, we will filter recirculated air with minimum efficiency reporting value MERV-6 or higher efficiency filters if compatible with the ventilation system. If MERV-6 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable mounted high efficiency particulate air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, will implement their use to the degree feasible.

#### MAJOR COVID-19 OUTBREAKS

If our workplace experiences 20 or more COVID-19 cases within a 30-day period, this section of the CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### COVID-19 testing

We will provide COVID-19 testing to all employees in the exposed group, regardless of vaccination status, twice a week or more frequently if recommended by the local health department. Employees in the exposed group shall be tested or shall be excluded and follow the return-to-work requirements of subsection 3205 (c)(10) starting from the date that the outbreak begins. COVID-19 testing will be provided at no cost to employees during employees' working hours.

We will provide a respirator for voluntary use in compliance with subsection 5144 (c)(2) to employees in the exposed groups and will determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.

Any employees in the exposed group who are not wearing respirators required by this policy and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where it can be demonstrated that six feet of separation is not feasible, and except momentary exposure while persons are in movement. Methods of physical distancing include: telework or other remote work arrangements; reducing the number of persons in an area at one time, including visitors; visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; staggered arrival, departure, work, and break times; and adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

~~At workstations where an employee in the exposed group is assigned to work for an extended period of time, such as cash registers, desks, and production line stations, and where physical distancing requirements in this policy is not maintained at all times, the employer shall install~~



~~cleanable solid partitions that effectively reduce transmission between the employee and other persons.~~

We will evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.

**COVID-19 hazard correction**

We will follow the same guidelines as noted in **MULTIPLE COVID-19 INFECTIONS AND COVID-19 OUTBREAKS** section above.

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Executive Director, Gustavo Becerra

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Date

I have received and read the COVID-19 Prevention Program Policy. I fully understand that failure to comply with the COVID-19 Prevention Program Policy may result in disciplinary action, up to and including termination. However, acknowledgment of this policy and the expectation that I comply does not forfeit or diminish my contractual rights to appeal adverse actions taken against me.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Appendix A: Identification of COVID-19 Hazards**

All persons regardless of symptoms or negative COVID-19 test results will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person(s) conducting the evaluation: \_\_\_\_\_

Date: \_\_\_\_\_

Name(s) of employee(s) and authorized employee representative that participated: \_\_\_\_\_

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

**Appendix B: COVID-19 Inspections**

Date: \_\_\_\_\_

Name(s) of person(s) conducting the inspection:  
\_\_\_\_\_

Work location evaluated: \_\_\_\_\_

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
<b>Administrative</b>			
Respiratory protection			
<del>Surface cleaning and disinfection (frequently enough and adequate supplies)</del>			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
<b>PPE (not shared, available and being worn)</b>			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			



### Appendix C: Employee Self-Screening Checklist

For your safety and the safety of our staff and the community, all employees are required to complete a COVID-19 self-screening just prior to the start of each workday.

Review the following symptoms and potential COVID-19 exposures:

- If your response is “no” to all of the listed symptoms within the past 48 hours and you answered “no” to the three exposures questions you are approved to come to the workplace.
  - If your response is “yes” to any of the listed symptoms within the past 48 hours and/or “yes” to any of the three exposure questions, then you must contact your manager for further screening and assessment.
1. Have you had any of the following symptoms in the last 48 hours: Shortness of breath, new cough, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or loss of taste or smell?
  2. In the last 10-days, have you shared a household with, or have been in close contact (within 6 feet) with anyone diagnosed with COVID-19 or directed by a health official or provider to self-quarantine due to presumed COVID-19 illness?
  3. I have taken my temperature and the temperature is above 100.4 degrees.

**Appendix D: Investigating COVID-19 Cases**

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

Date: \_\_\_\_\_

Name(s) of person(s) conducting the investigation: \_\_\_\_\_

COVID-19 Case Investigation Information			
Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	
Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):			

**Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:**

All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

\*Should an employer be made aware of a non-employee infection source COVID-19 status.

**Appendix E: Potential COVID-19 Exposure Contact Tracing**

Name/Title of Person Being Traced: \_\_\_\_\_

Date Form was Completed: \_\_\_\_\_

Date I was within 6 feet (with or without a mask) of this person	Duration (Total number of minutes during a 24-hour period)	Name/Title of the Person Involved	Location/Task Where Contact was Made



**Appendix F: COVID-19 Training Roster**

Date: \_\_\_\_\_

Person(s) that conducted the training: \_\_\_\_\_

Employee Name	Signature

**Appendix G: Definitions**

Close Contact	<p>Being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the <u>"high-risk exposure infectious period"</u> defined by this section. <del>This definition applies</del> regardless of the use of face coverings, <u>unless close contact is defined by regulation or order of the CDPH. If so, the CDPH definition shall apply.</u></p> <p>Exception: Employees have not had a close contact if they wore a respirator required by employer and used in compliance with section 5144, whenever they were within six feet of the COVID-19 case during the <u>high-risk infectious</u> period.</p>
COVID-19	Coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)
COVID-19 Case	<p>A person who:</p> <ul style="list-style-type: none"> <li>(1) Has a positive "COVID-19 test" <del>as defined in Section 3205</del>; or</li> <li>(2) Has a positive COVID-19 diagnosis from a licensed health care provider; or</li> <li>(3) Is subject to COVID-19-related order to isolate issued by a local or state health official; or</li> <li>(4) Has died due to COVID-19, in determination of a local health department or per inclusion in the COVID-19 statistics of a county.</li> </ul>
COVID-19 Hazard	Exposure to potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing, sneezing, or from procedures performed on a person that may aerosolize saliva or respiratory tract fluids. <del>This also includes objects or surfaces that may be contaminated with SARS-CoV-2.</del>
COVID-19 Symptoms	Fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.
COVID-19 Test	<p><u>A test for SARS-CoV-2 that is:</u></p> <ul style="list-style-type: none"> <li><u>(1) Cleared, approved, or authorized, including in an Emergency Use Authorization (EUA), by the United States Food and Drug Administration (FDA) to detect current infection with the SARS-CoV-2 virus (e.g., a viral test); and</u></li> <li><u>(2) Administered in accordance with the authorized instructions; and</u></li> </ul> <p><del>—To meet the return-to-work criteria set forth in Section 3205 subsection (c)(10), a COVID-19 test may be Not both self-</del></p>

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	<p><del>administered and self-read only if another means of independent verification of the results can be provided (e.g., a time-stamped photograph of the results) A viral test for SARS-CoV-2 that is:</del></p> <p><del>(1) Approved by the United States Food and Drug Administration (FDA) or has an Emergency Use Authorization from the FDA to diagnose current infection with the SARS-CoV-2 virus; and</del></p> <p><del>(2)(1) Administered in accordance with the FDA approval or FDA Emergency Use Authorization as applicable.</del></p>
Exposed Group	<p>All employees at a work location, working area, or a common area at work, where an employee was present at any time during the <del>high-risk exposure</del><del>infectious</del> period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The following exceptions apply;</p> <p>A) For the purpose of determining the exposed group, a place where persons momentarily pass through while everyone is wearing face coverings, without congregating, is not a work location, working area, or a common area at work.</p> <p>B) If the COVID-19 case was part of a distinct group of employees who are not present at the workplace at the same time as other employees, for instance a work crew or shift that does not overlap with another work crew or shift, only employees within that distinct group are part of the exposed group.</p> <p>C) If the COVID-19 case visited a work location, working area, or a common area at work for less than 15 minutes during the <del>high-risk exposure</del><del>infectious</del> period, and all persons were wearing face coverings at the time the COVID-19 case was present, other people at the work location, working area, or common area are not part of the exposed group.</p> <p>NOTE: An exposed group may include the employees of more than one employer. See Labor Code sections 6303 and 64304.1.</p>
Face Covering	<p>A surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers (<del>i.e. fabrics that do not let light pass through when held up to a light source</del>) that completely covers the nose and mouth and is secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they shall have two layers of fabric or be folded to make two layers. A face covering is a solid piece of material without slits, visible holes, or punctures, and must fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.</p> <p>This definition includes clear face coverings or cloth face coverings with a clear plastic panel that <del>despite the non-cloth material allowing light to pass through</del> otherwise meet this definition and that may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to</p>

	understand speech or sign language respectively.
Fully-Vaccinated	<del>The employer has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine and have received their booster if they are booster-eligible. Vaccines must be FDA-approved; or have an emergency use authorization from the FDA; or, for persons fully vaccinated outside the United States, be listed for emergency use by the World Health Organization (WHO).</del>
High-Risk-Exposure/Infectious Period	The following time period, <u>unless otherwise defined by CDPH regulation or order, in which case the CDPH definition shall apply:</u> (1) For COVID-19 cases who develop COVID-19 symptoms: from 2 days before they first develop symptoms until all of the following are true; it has been 10 days since symptoms first appeared, 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved. (2) For COVID-19 cases who never develop COVID-19 symptoms: from 2 days before until 10 days after the specimen for their first positive test for COVID-19 was collected.
Respirator	A respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matters, such as an N95 filtering facepiece respirator.
Returned Case	<u>A COVID-19 case who returned to work pursuant to Section 3205 subsection (c)(10) and did not develop any COVID-19 symptoms after returning. A person shall only be considered a returned case for 90 days after the initial onset of COVID-19 symptoms or, if the person never developed COVID-19 symptoms, for 90 days after the first positive test. If a period of other than 90 days is required by a CDPH regulation or order, that period shall apply.</u>
Worksite	For the limited purposes of <u>sections 3205 through 3205.4 COVID-19 prevention regulations</u> only, it is a building, store, facility, agricultural field, or other location where a COVID-19 case was present during the <u>high-risk-exposure/infectious</u> period. It does not apply to buildings, floors, or other locations of the employer that a COVID-19 case did not enter, locations where the workers worked by themselves without exposure to other employees or to a worker's personal residence or alternative work location chosen by the worker when working remotely.



#### Appendix H: COVID Vaccination Self- Attestation Statement

I, \_\_\_\_\_, attest that I:

- Have been fully vaccinated for COVID-19 and have provided the requested documentation.
- Have not been fully vaccinated for COVID-19.
- Choose not to disclose my vaccination status.

I understand that:

- ~~if I am unvaccinated or choose not to disclose my vaccination status, that~~ Cal/OSHA requires that I wear face coverings ~~when indoors or in a vehicle, and/or~~ when required by CDPH.
- Regional Housing Authority will provide me with face coverings that are clean and undamaged, and that I may contact the Executive Assistant/HR Coordinator or Operations Manager for replacements.
- Regional Housing Authority will provide a respirator if I request one and that it is my

responsibility to wear it properly and ensure I have a proper seal when I wear it.

\_\_\_\_\_  
Name of Employee

\_\_\_\_\_  
Date

# REGIONAL HOUSING AUTHORITY

## STAFF REPORT

**Date:** July 6, 2022  
**To:** Board of Commissioners  
**From:** Pattra Runge, Occupancy Manager

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**SUBJECT:** Admissions and Continued Occupancy POLICY (ACOP) for the HUD Low-Income Public Housing Program  
**RECOMMENDATION:** Approve updated Admissions and Continued Occupancy Policy  
**FISCAL IMPACT:** \$0

---

### **Background**

The Regional Housing Authority (RHA) receives its funding from the United States Department of Housing and Urban Development (HUD) for the administration of the Low-Income Public Housing (LIPH) Program, which was created by the U.S. Housing Act of 1937.

HUD requires RHA to have an Admissions and Continued Occupancy Policy (ACOP) for LIPH and to update it annually. The purpose of the ACOP is to establish policies for carrying out the program in a manner consistent with HUD regulations and local goals and objectives contained in RHA's Agency Plan. The ACOP is a supporting document to the Public Housing Authority (PHA) Annual Plan and is available for public review as required by CFR 24 Part 903.

RHA is responsible for complying with all changes in HUD regulations pertaining to LIPH. If such changes conflict with this plan, HUD regulations will have precedence and RHA shall amend its ACOP accordingly.

HUD regulations contain a list of what must be included in the ACOP. The PHA ACOP must cover RHA policies on these subjects:

- Policies and Objectives
- Admissions and Continued Occupancy Policies
- Fair Housing
- Improving access to services for persons with Limited English Proficiency (LEP)
- Definition of family and household members
- Basic eligibility criteria
- Denial of Admission
- Applications, waiting list and tenant selection

- Occupancy standards and unit offers
- Income and rent determinations
- Verification
- Leasing and inspections
- Leasing
- Inspections
- Reexamination
- Pets
- Community service
- Transfer policy
- Lease terminations
- Grievances and appeals
- Program integrity
- Program administration
- Violence Against Women Act (VAWA)

The ACOP is organized to provide information to participants areas of operation.

RHA will revise this ACOP as needed to comply with changes in HUD regulations and RHA policy. The original plan and any changes must be approved by the Board of Commissioners of the RHA.

The ACOP in its entirety can be found on our website at <http://www.regionalha.org/about-us/pha-plans>.

The following changes were made to the 2022 ACOP:

Section 13-IV.D. – Updated RHA Policy and added grievance rights for individuals claiming VAWA protections.

#### RHA Policy

RHA will attempt to deliver notices of lease termination directly to the tenant or an adult member of the household. If such attempt fails, the notice will be sent by first-class mail the same day.

All notices of lease termination will include a copy of the forms HUD-5382 and HUD-5380 to accompany the termination notice. Any tenant who claims that the cause for termination involves domestic violence, dating violence, sexual assault, or stalking of which the tenant or affiliated individual of the tenant is the victim will be given the opportunity to provide documentation in accordance with the policies in Sections 13-III.F and 16-VIII.D.

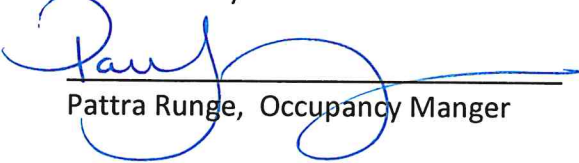
RHA will grant an expedited grievance hearing when (a) a tenant is alleged to have engaged in criminal activity; (b) the tenant has informed RHA that they are seeking protection under VAWA; (c) the tenant has submitted all documentation requested by RHA pursuant to 24 CFR 5.2007; (d) RHA has concluded that the documentation is insufficient to support the finding that the tenant is entitled to protection as a victim of domestic violence, dating violence, sexual assault or stalking under VAWA; and RHA subsequently moves to take an adverse action against the tenant for the alleged criminal activity. Adverse actions include, but are not limited to, issuing or refusing to rescind a lease violation notice, terminating or proposing to terminate assistance, or evicting the tenant.



**Recommendation**

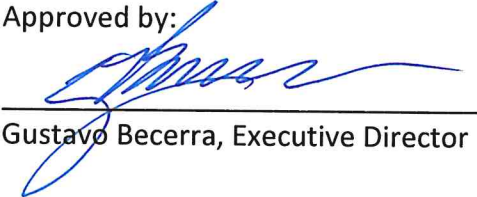
Staff recommends the approval of the Admissions and Continued Occupancy Policy (ACOP) for the Low-Income Public Housing Program.

Submitted by:



Pattra Runge, Occupancy Manger

Approved by:



Gustavo Becerra, Executive Director



# REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

[www.RegionalHA.org](http://www.RegionalHA.org)

## RESOLUTION 22-1751

### A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY ADMISSIONS AND CONTINUED OCCUPANCY POLICY

**WHEREAS**, the Regional Housing Authority (RHA) manages 173 Public Housing Units; and

**WHEREAS**, federal regulations require RHA to review and update the Admissions and Continued Occupancy Policy for the Public Housing Program when needed; and

**WHEREAS**, the proposed 2022 edition of the Admissions and Continued Occupancy Policy was posted for public review and notice was posted to actively seek public comment, and 0 individuals attended and provided comments;

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Regional Housing Authority that:

1. The Board finds that RHA needs to adopt an updated Admissions and Continued Occupancy Policy this year.
2. A copy of the Admissions and Continued Occupancy Policy is posted online at <http://www.regionalha.org/about-us/pha-plans>
3. The Admissions and Continued Occupancy Policy is hereby adopted for use by RHA and is effective August 01, 2022.

This Resolution was approved at the Regular Meeting of the Board of Commissioners on July 6, 2022 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

(SEAL)

ATTEST: \_\_\_\_\_

Marc Boomgaarden, Chairperson



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## RESOLUTION 22-1752

### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$15,316.37

WHEREAS, the Regional Housing Authority operates low-income housing projects Centennial Arms, Butte View Estates and Rural Development farm work housing project Phases I, II and III pursuant to U.S. Department of Agriculture regulations; and

WHEREAS, operations of low-income housing include the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2022 and is made a part of this resolution.

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$15,316.37.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 6<sup>th</sup> day of July 2022 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

\_\_\_\_\_  
Marc Boomgaarden,  
Chairperson

(SEAL)

**USDA**  
**Collection Loss Write Off**  
**Period: July 2022**

<u>Tenant</u>	<u>Property</u>	<u>Address</u>	<u>Date</u>	<u>Move In</u>	<u>Move Out</u>	<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Solar</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
T0022246	RD	420 Miles Avenue #73	02/25/20	04/04/22	\$ 1,154.00	\$ -	\$ -	\$ 637.65	\$ -	\$ -	\$ -	\$ 637.65	No
T0024781	RD	420 Miles Avenue #22	04/01/21	04/04/22	\$ 1,021.00	\$ 36.13	\$ -	\$ 266.00	\$ 112.51	\$ -	\$ -	\$ 414.64	No
T0022989	RD	420 Miles Avenue #90	07/09/20	04/19/22	\$ -	\$ -	\$ -	\$ 2,819.19	\$ -	\$ -	\$ -	\$ 2,819.19	No
T0020454	RD	420 Miles Avenue #47	07/09/19	04/26/22	\$ 444.00	\$ 1,997.80	\$ -	\$ 3,987.40	\$ 337.69	\$ 5,122.00	\$ -	\$ 11,444.89	No
												<b>Total Write Off</b>	
												<b>\$ 15,316.37</b>	

R  
6/22/22

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Deceased \*

Exhibit A





# REGIONAL HOUSING AUTHORITY

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## RESOLUTION 22-1753

### A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING KINGWOOD COMMONS APARTMENTS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,031.53

WHEREAS, the Regional Housing Authority operates Kingwood Commons pursuant to Section 8 regulations; and

WHEREAS, operations of Kingwood Commons include the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2022 and is made a part of this resolution.

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,031.53.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6<sup>th</sup> day of July 2022 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

\_\_\_\_\_  
Marc Boomgaarden,  
Chairperson

(SEAL)

Kingwood Commons  
 1340 Gray Avenue, Yuba City  
 Collection Loss Write Off  
 Period: July 2022

Tenant	Apartment	Move In	Date	Move Out	Monthly Rent	Rent Owed	Late Fee's	Damages	Solar	Legal Fee's	Total Owed	Payback Agreement				
T0004906	38	02/04/13	04/30/22	\$ 780.00	\$ -	\$ -	\$ -	\$ 1,031.53	\$ -	\$ -	\$ 1,031.53	No				
											\$ -	\$ -	\$ 1,031.53	\$ -	\$ 1,031.53	Total Write Off

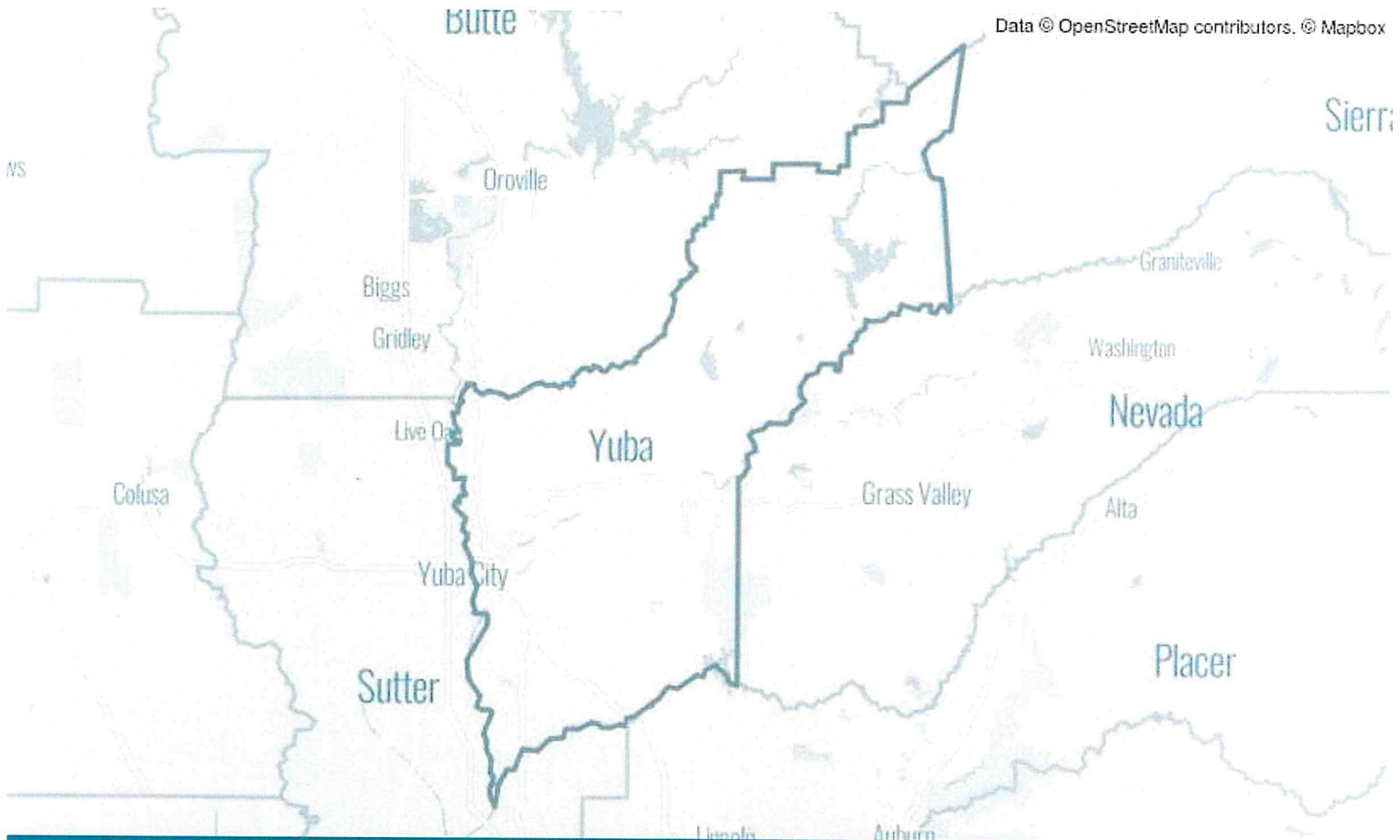
*[Handwritten signature]*  
*4/22/22*

Deceased \*

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Exhibit A



# YUBA COUNTY 2022 Affordable Housing Needs Report



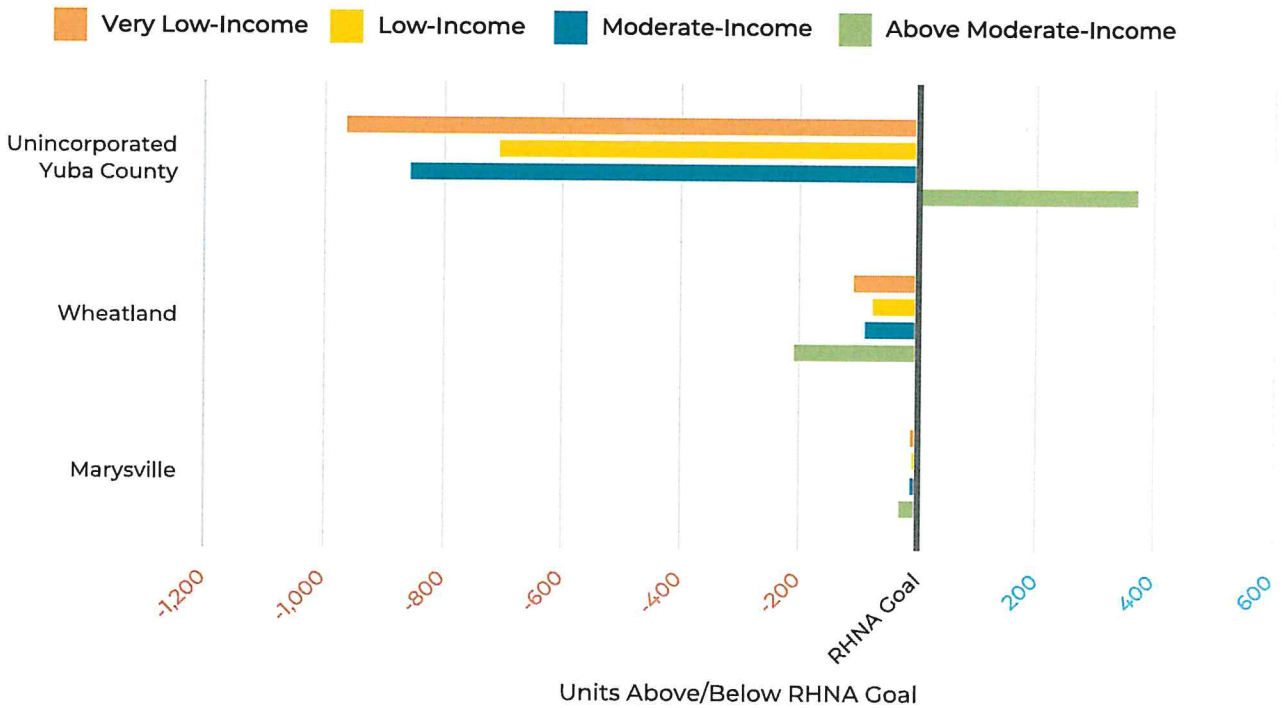
California  
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## KEY FINDINGS

- Renters in Yuba County need to earn \$18.96 per hour - **1.3 times** the state minimum wage - to afford the average monthly asking rent of \$986.
- Asking rents in Yuba County **increased by 7.4%** between Q4 2020 and Q4 2021.
- Low-Income Housing Tax Credit production and preservation in Yuba County **decreased by 31%** between 2020 and 2021.
- State and federal funding for housing production and preservation in Yuba County is \$97 million, a **562% increase** from the year prior.
- The interim and permanent housing supply available in Yuba County in 2021 for persons experiencing homelessness was **1,051 beds**.

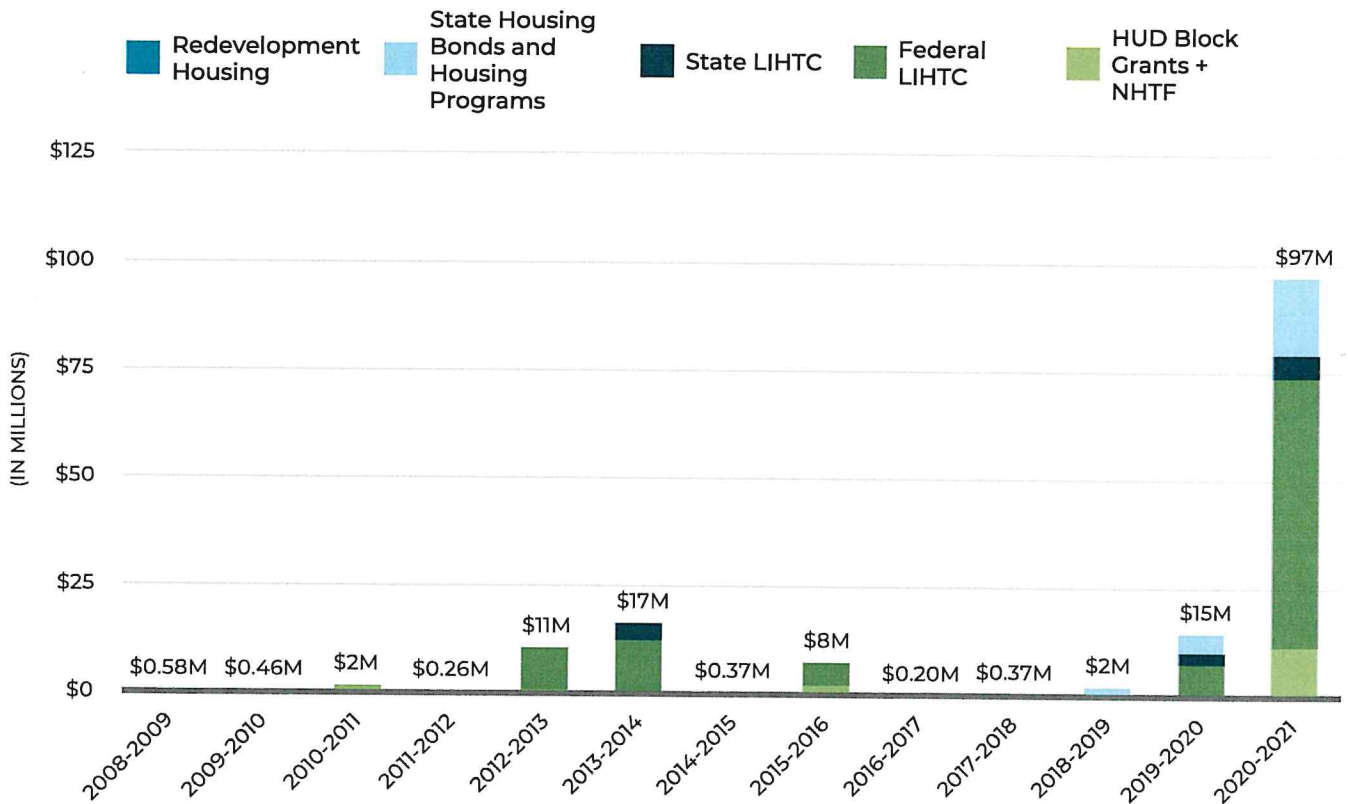
## PROGRESS TOWARDS RHNA

Progress of Yuba County jurisdictions towards 5th cycle Regional Housing Needs Allocation production goals for all income groups (2020 APR data).



## STATE & FEDERAL FUNDING

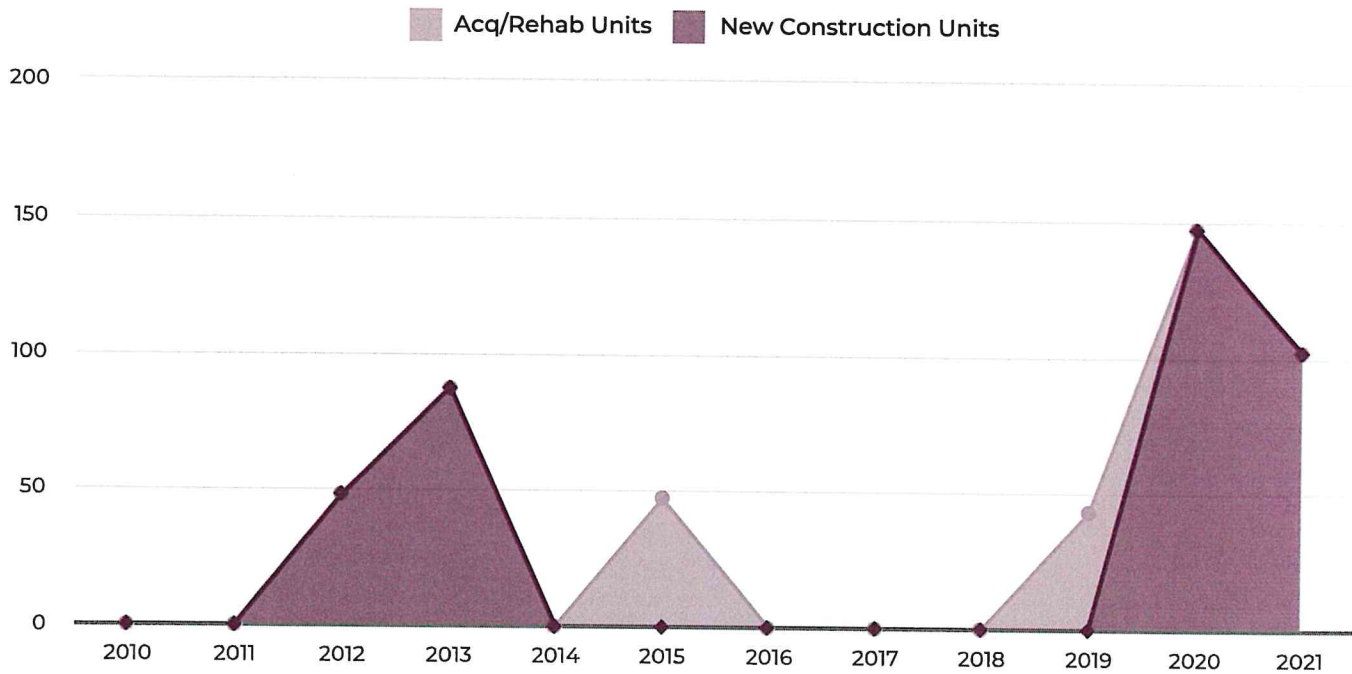
State and federal funding for housing production and preservation in Yuba County is \$97 million, a **562% increase** from the year prior.





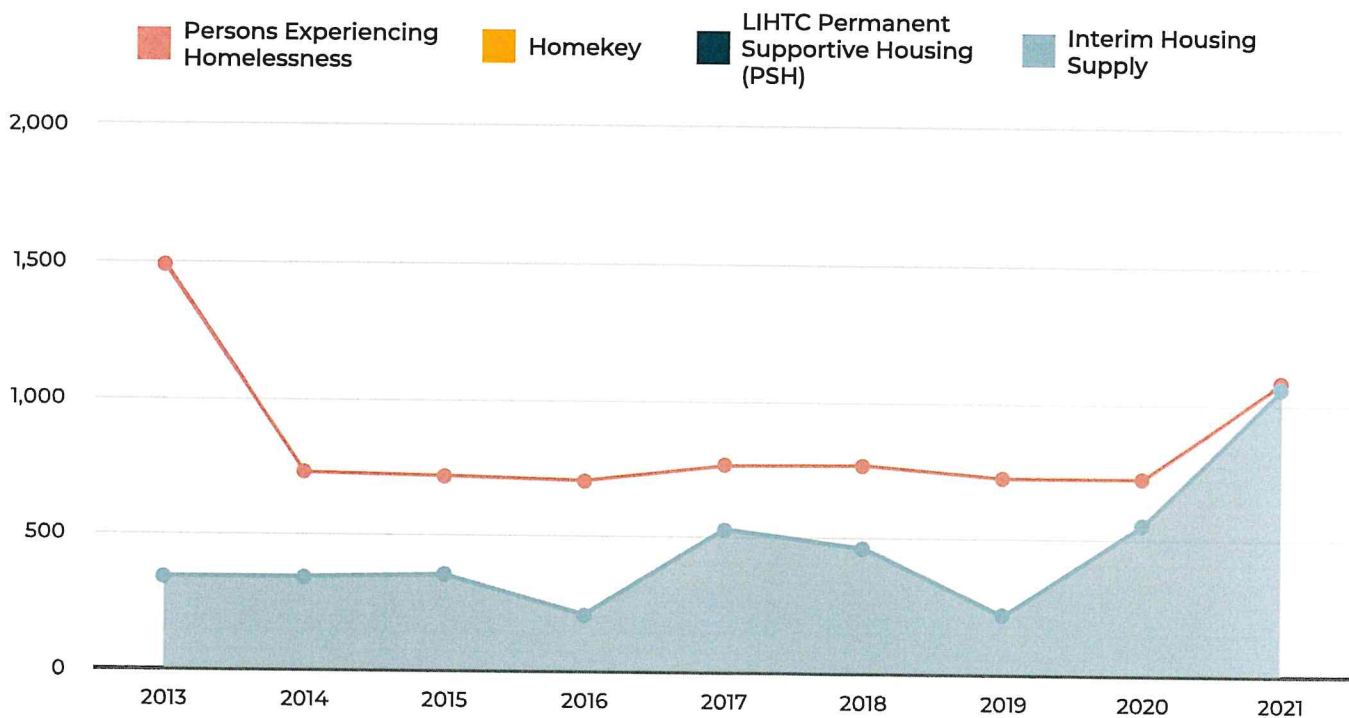
## LIHTC PRODUCTION AND PRESERVATION

Low-Income Housing Tax Credit production and preservation in Yuba County **decreased by 31%** between 2020 and 2021.



## HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

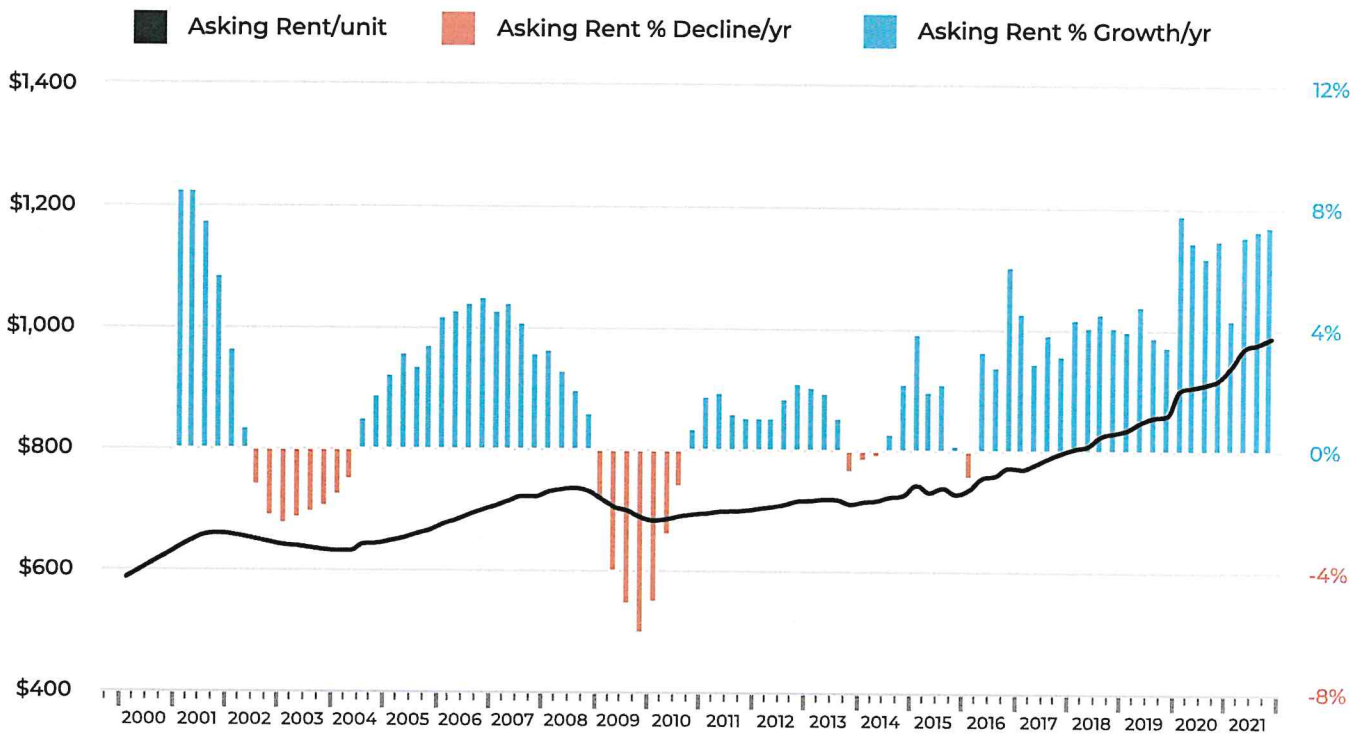
The interim and permanent housing supply available in Yuba County in 2021 for persons experiencing homelessness was **1,051 beds**.





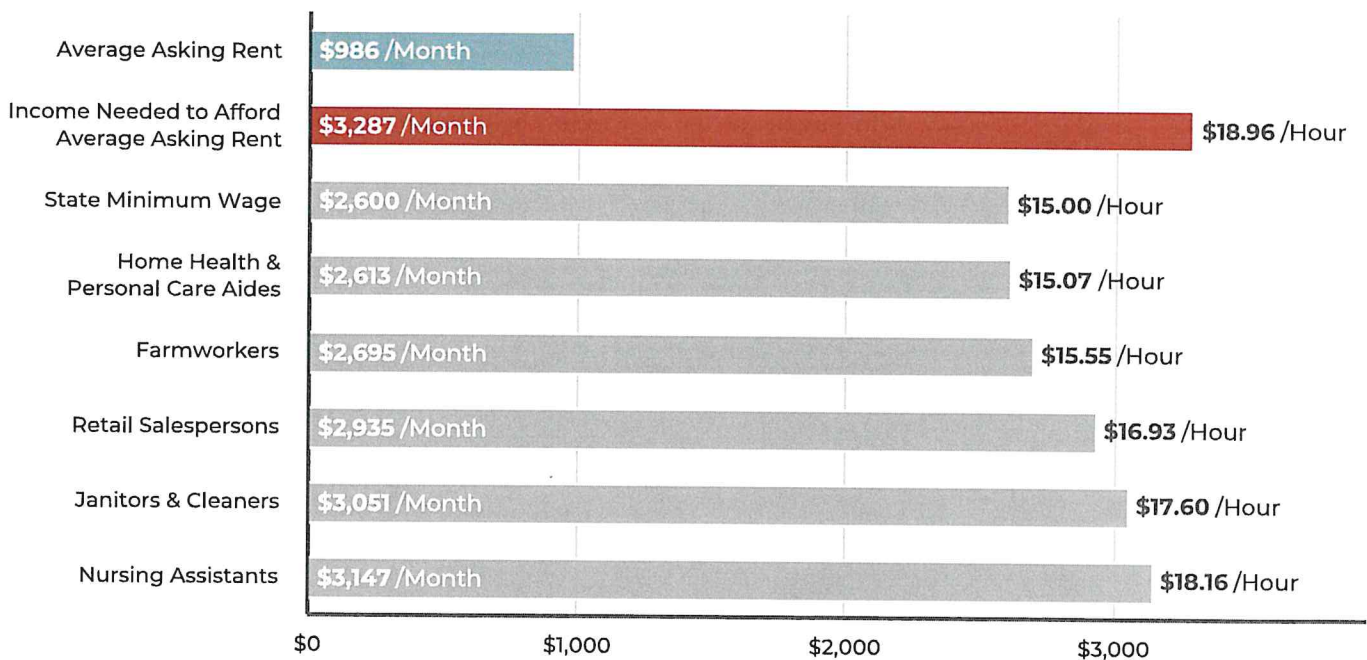
## ASKING RENT TRENDS

Asking rents in Yuba County **increased by 7.4%** between Q4 2020 and Q4 2021.



## WHO CAN AFFORD TO RENT

Renters need to earn **1.3 times** minimum wage to afford the average asking rent in Yuba County.



## HOW POLICYMAKERS CAN HELP

1. INVEST IN OUR VALUES
2. PROMOTE FAIRNESS
3. PROTECT PEOPLE
4. REIMAGINE GROWTH
5. CREATE EFFICIENCY & ACCOUNTABILITY



## Roadmap Home 2030

Learn more: [roadmaphome2030.org](https://roadmaphome2030.org)

## DATA SOURCES & NOTES

### PROGRESS TOWARDS RHNA

California Department of Housing and Community Development (HCD) 5th Cycle Annual Progress Report Permit Summary, July 2021.

### FUNDING FOR HOUSING

California Housing Partnership analysis of HCD Program Awards and Annual Reports, U.S. Department of Housing and Urban Development (HUD) CPD Appropriations Budget Reports, California Housing Finance Agency (CalHFA) Mixed Income Program, California Business, Consumer Services and Housing Agency (BCHS) Program Reports, California Strategic Growth Council (SGC) Affordable Housing Sustainable Communities Program, and federal and state Low-Income Housing Tax Credits (LIHTC).

### LIHTC PRODUCTION AND PRESERVATION

California Housing Partnership's Preservation Database, February 2022. Please note that this data does not include manager units or market rate units created through the LIHTC program.

### HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

HUD Point-in-Time (PIT) Housing Inventory Count (HIC) reports, 2013–2021. California Housing Partnership's Preservation Database, February 2022.

### ASKING RENT TRENDS

CoStar Group average asking rent for two-bedroom apartments (accessed January 2022).

**Data is only one part of the story.** To find out more about proposed solutions, contact us ([chpc.net/contact](https://chpc.net/contact)) or reach out to our local/regional partners ([chpc.net/advocacy-partners](https://chpc.net/advocacy-partners)).

This report was produced by the California Housing Partnership | [chpc.net](https://chpc.net)

Lead Researcher: Danielle M. Mazzella, Senior Research Manager

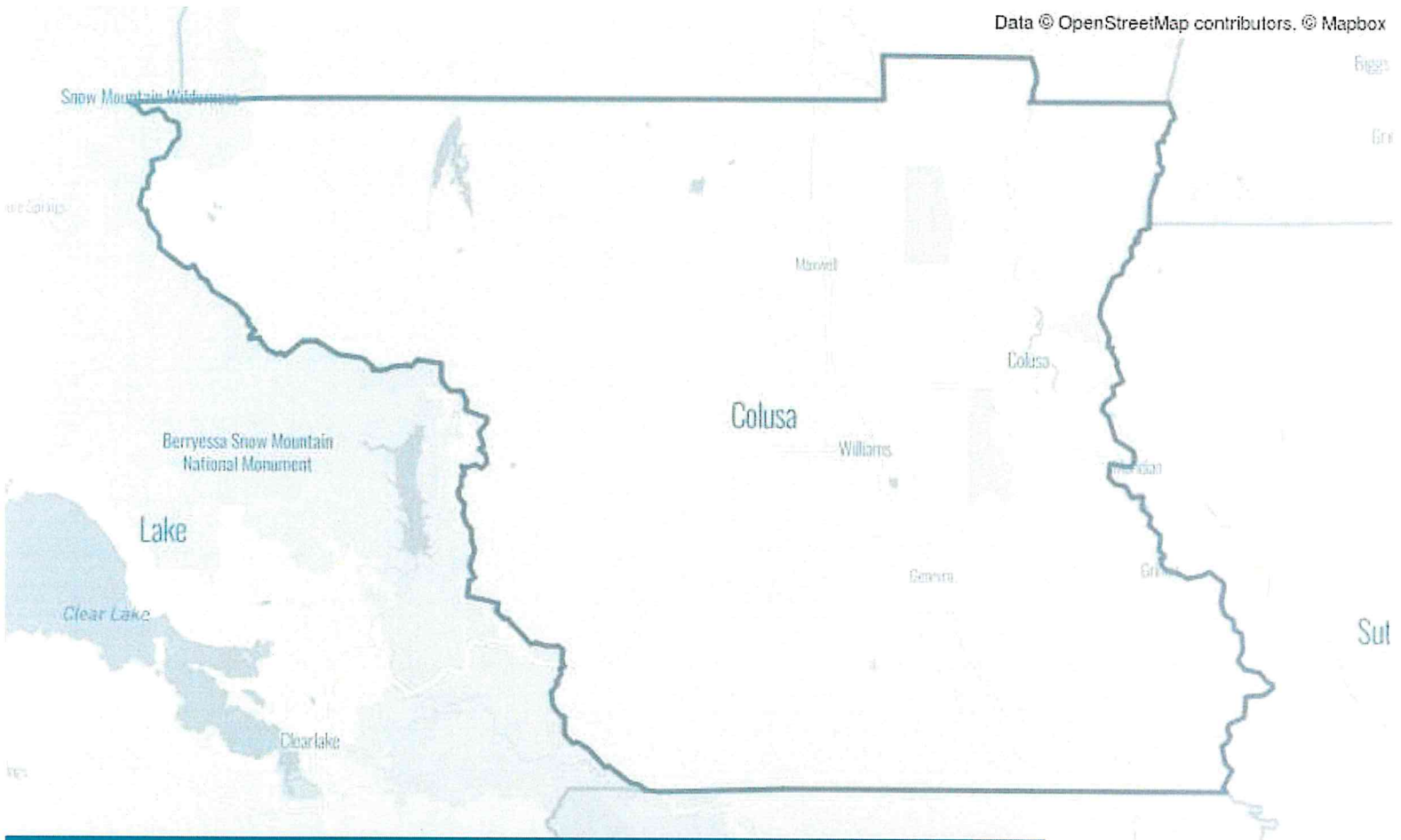
ALL CALIFORNIA COUNTIES: [chpc.net/publications/housing-need-reports](https://chpc.net/publications/housing-need-reports)



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# COLUSA COUNTY 2022 Affordable Housing Needs Report

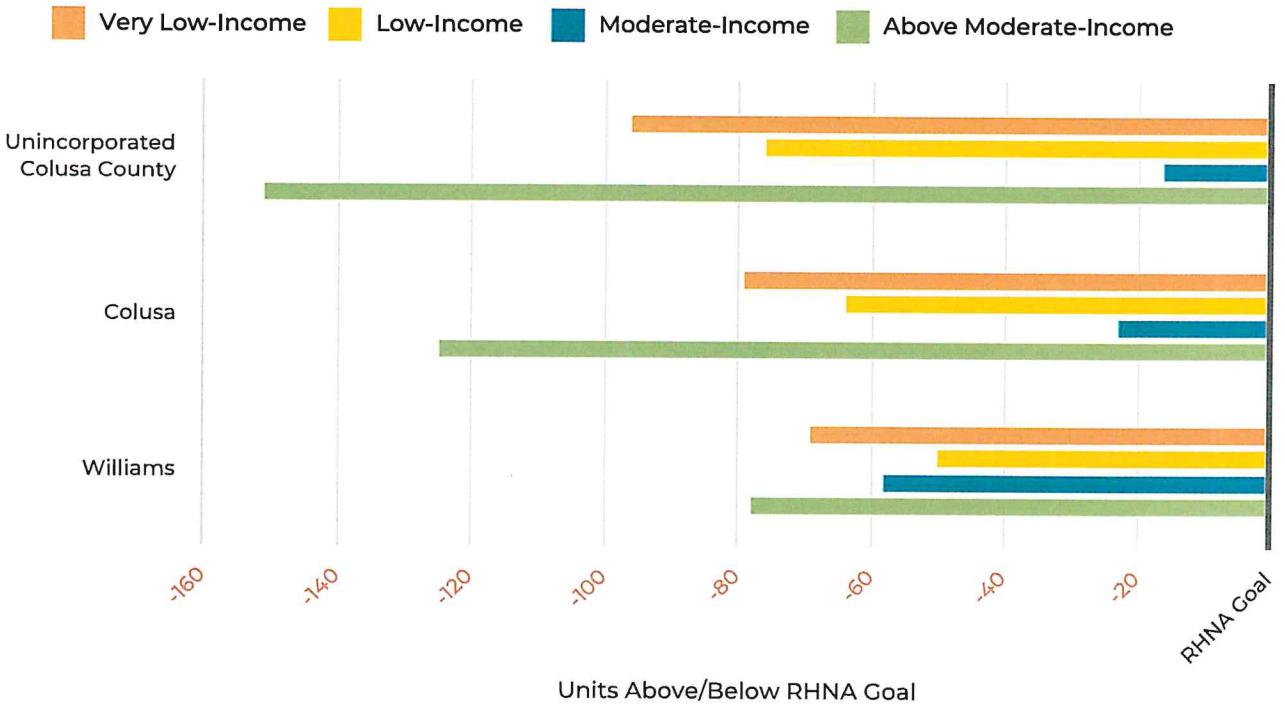


## KEY FINDINGS

- Renters in Colusa County need to earn \$17.98 per hour - **1.2 times** the state minimum wage - to afford the average monthly asking rent of \$935.
- Asking rents in Colusa County **increased by 10.3%** between Q4 2020 and Q4 2021.
- There was no Low-Income Housing Tax Credit production or preservation in Colusa County in 2020 or 2021.
- State and federal funding for housing production and preservation in Colusa County is \$0.33 million, a **95% decrease** from the year prior.
- The interim and permanent housing supply available in Colusa County in 2021 for persons experiencing homelessness was **143 beds**.

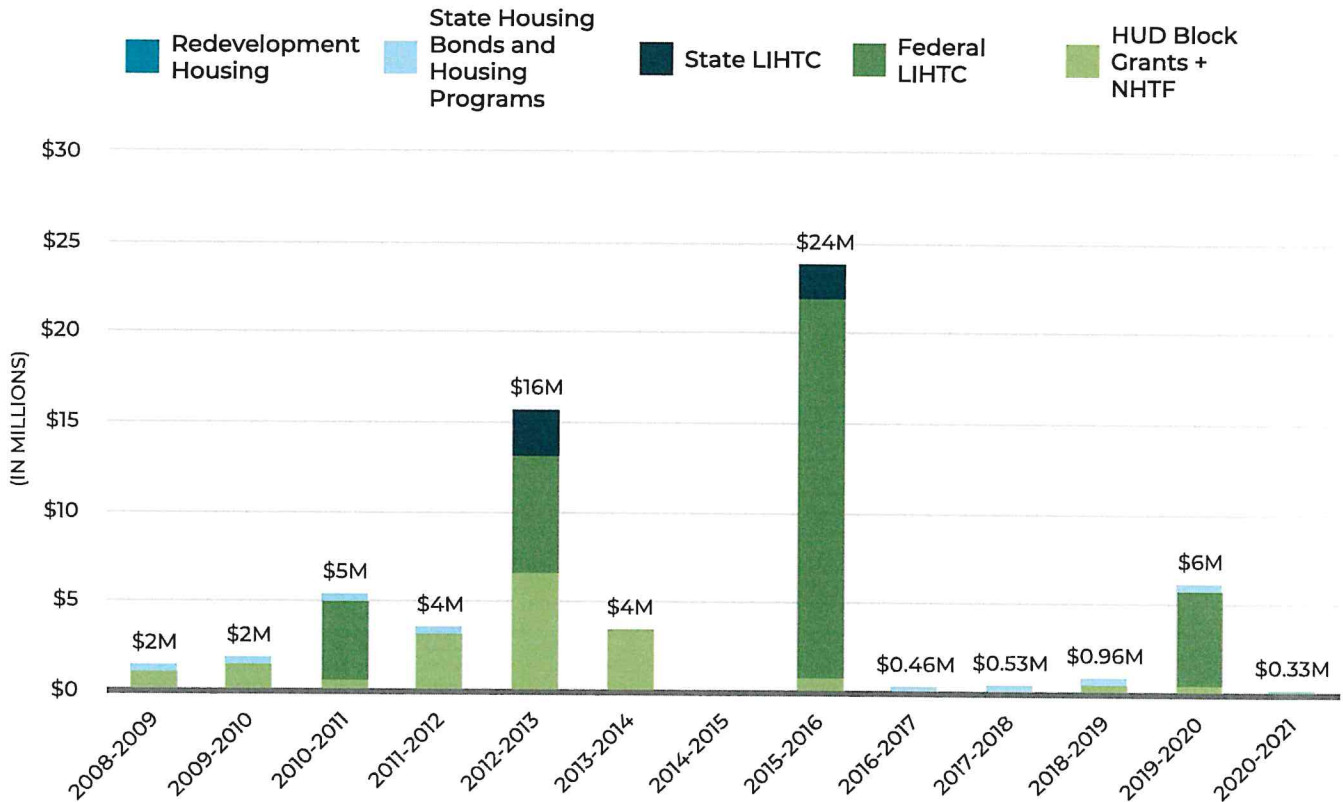
## PROGRESS TOWARDS RHNA

Progress of Colusa County jurisdictions towards 5th cycle Regional Housing Needs Allocation production goals for all income groups (2020 APR data).



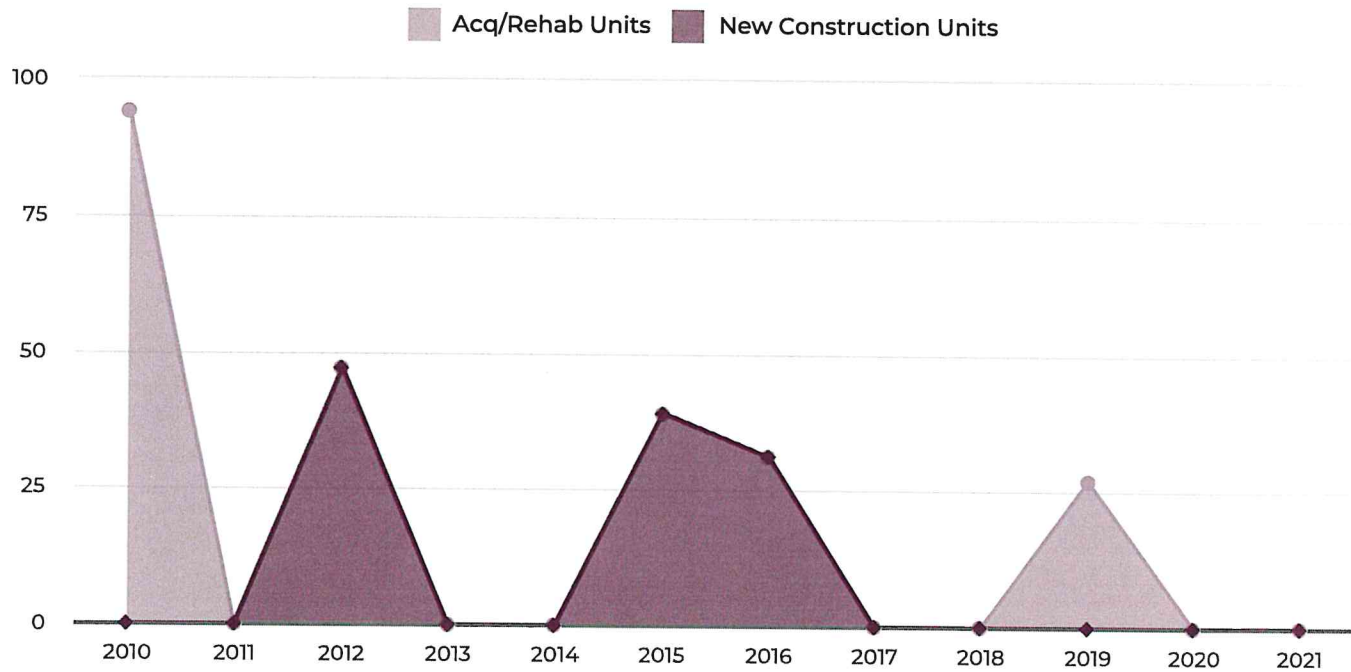
## STATE & FEDERAL FUNDING

State and federal funding for housing production and preservation in Colusa County is \$0.33 million, a 95% decrease from the year prior.



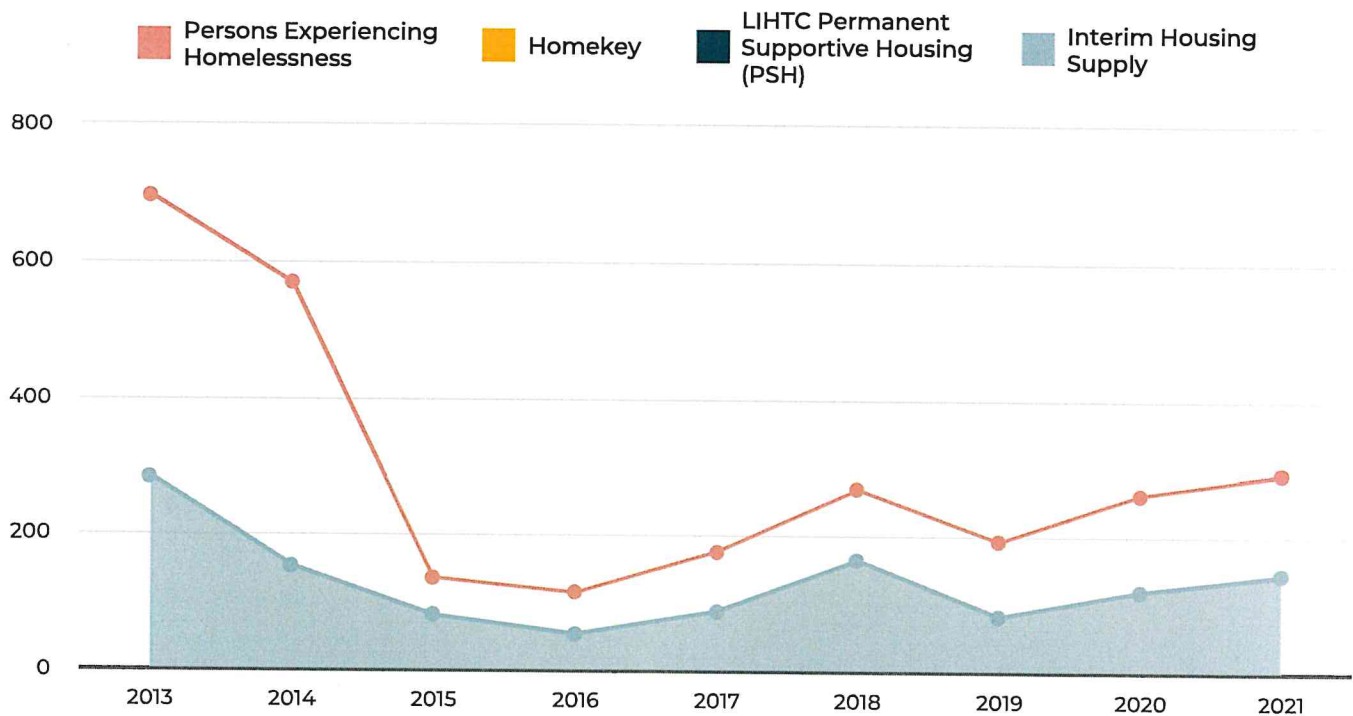
## LIHTC PRODUCTION AND PRESERVATION

There was no Low-Income Housing Tax Credit production or preservation in Colusa County in 2020 or 2021.



## HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

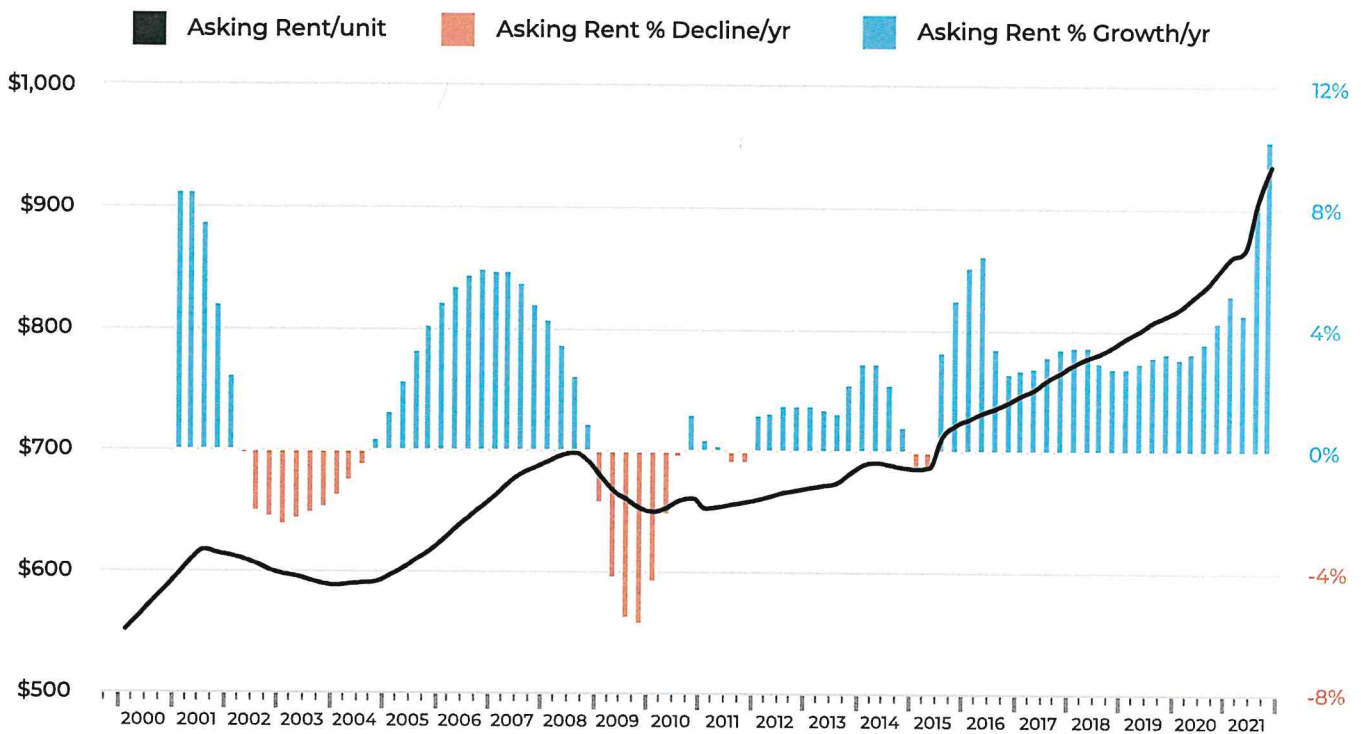
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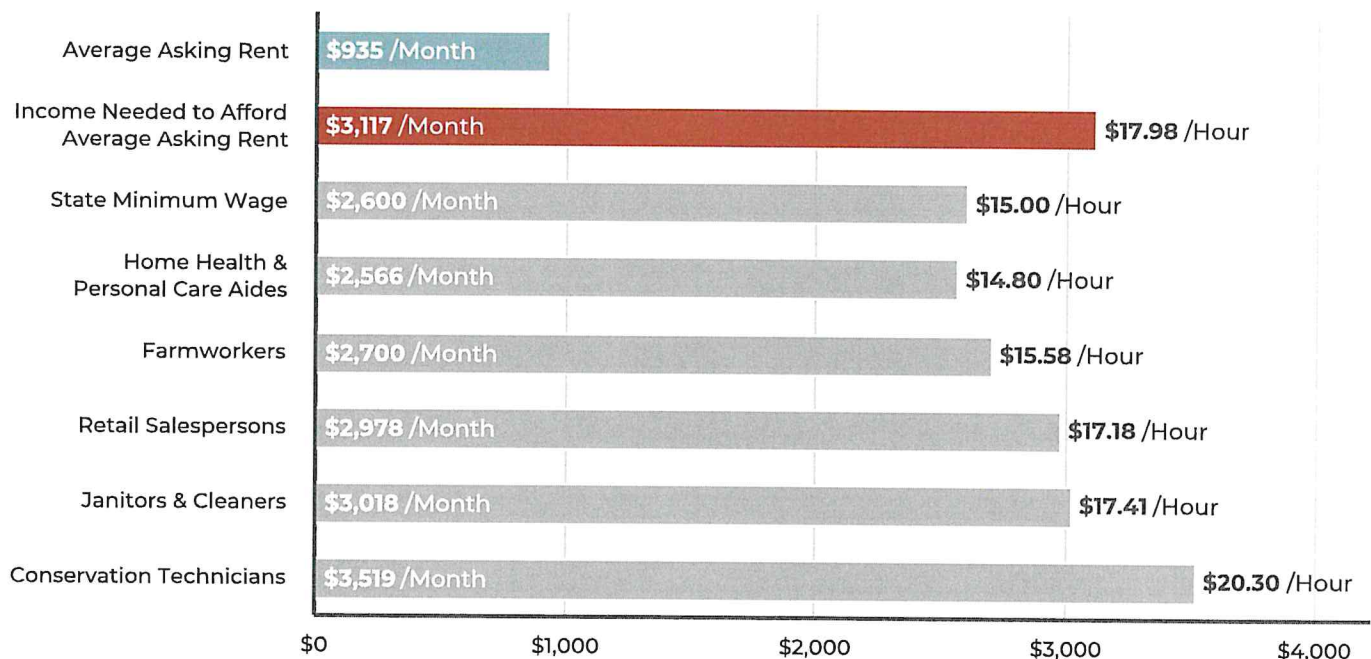
## ASKING RENT TRENDS

Asking rents in Colusa County **increased by 10.3%** between Q4 2020 and Q4 2021.



## WHO CAN AFFORD TO RENT

Renters need to earn **1.2 times** minimum wage to afford the average asking rent in Colusa County.



## HOW POLICYMAKERS CAN HELP

1. INVEST IN OUR VALUES
2. PROMOTE FAIRNESS
3. PROTECT PEOPLE
4. REIMAGINE GROWTH
5. CREATE EFFICIENCY & ACCOUNTABILITY



## Roadmap Home 2030

Learn more: [roadmaphome2030.org](https://roadmaphome2030.org)

## DATA SOURCES & NOTES

### PROGRESS TOWARDS RHNA

California Department of Housing and Community Development (HCD) 5th Cycle Annual Progress Report Permit Summary, July 2021.

### FUNDING FOR HOUSING

California Housing Partnership analysis of HCD Program Awards and Annual Reports, U.S. Department of Housing and Urban Development (HUD) CPD Appropriations Budget Reports, California Housing Finance Agency (CalHFA) Mixed Income Program, California Business, Consumer Services and Housing Agency (BCHS) Program Reports, California Strategic Growth Council (SGC) Affordable Housing Sustainable Communities Program, and federal and state Low-Income Housing Tax Credits (LIHTC).

### LIHTC PRODUCTION AND PRESERVATION

California Housing Partnership's Preservation Database, February 2022. Please note that this data does not include manager units or market rate units created through the LIHTC program.

### HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

HUD Point-in-Time (PIT) Housing Inventory Count (HIC) reports, 2013–2021. California Housing Partnership's Preservation Database, February 2022.

### ASKING RENT TRENDS

CoStar Group average asking rent for two-bedroom apartments (accessed January 2022).

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Lead Researcher: Danielle M. Mazzella, Senior Research Manager

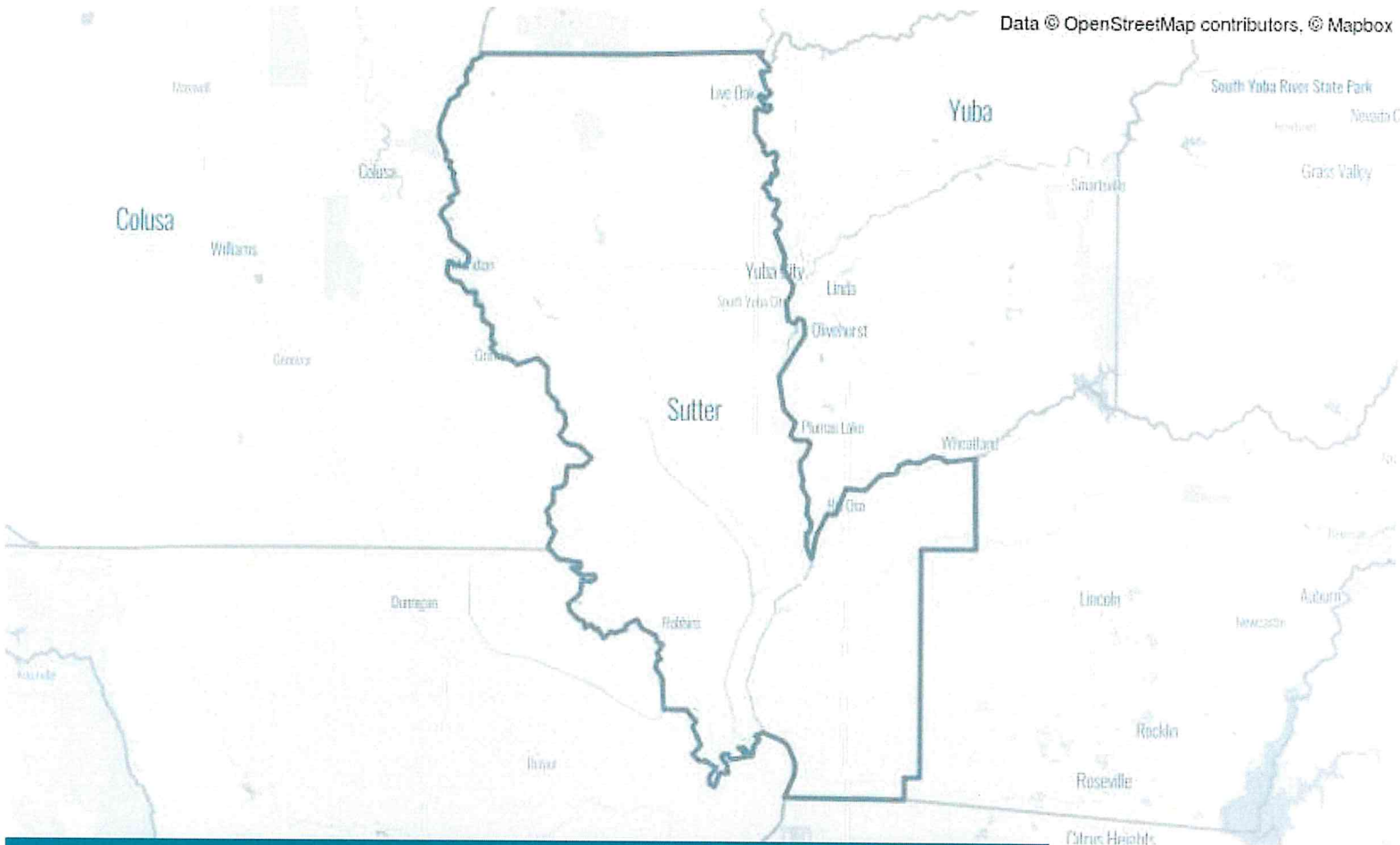
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# SUTTER COUNTY 2022 Affordable Housing Needs Report



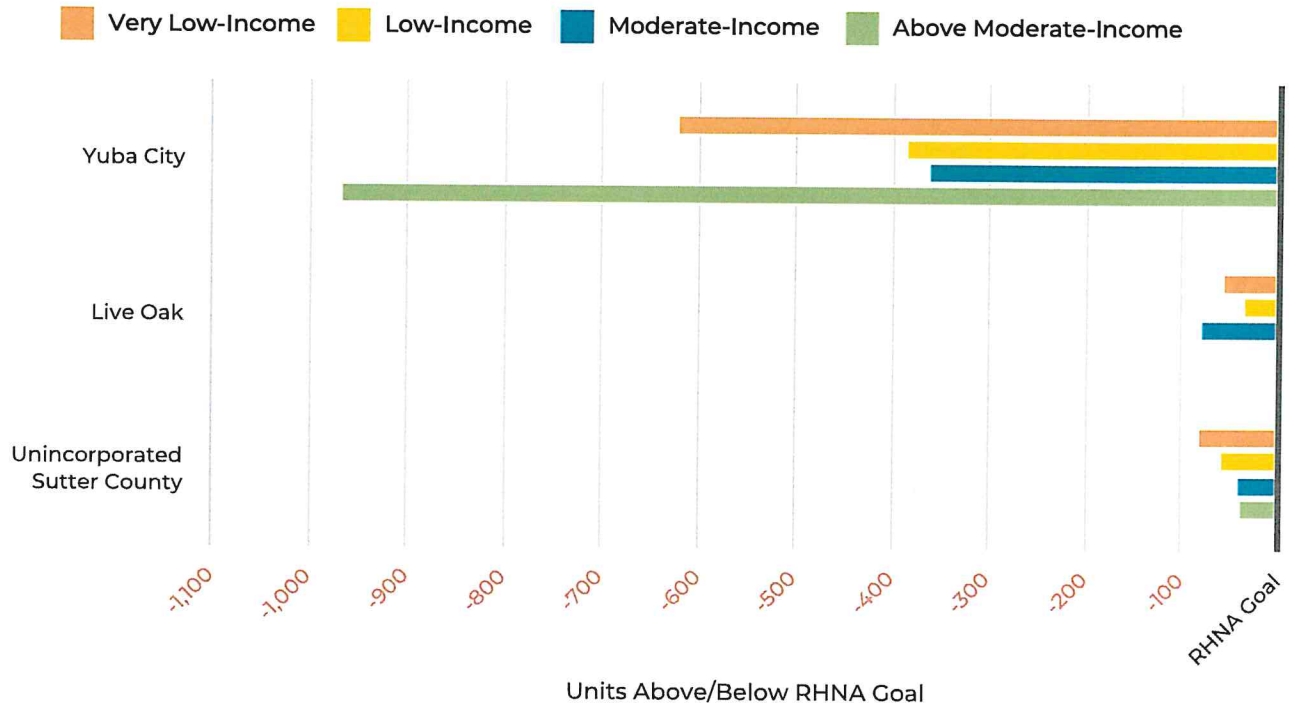
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Partnership**  
*California's Experts on Affordable  
Housing Finance, Advocacy & Policy*

## KEY FINDINGS

- Renters in Sutter County need to earn \$21.25 per hour - **1.4 times** the state minimum wage - to afford the average monthly asking rent of \$1,105.
- Asking rents in Sutter County **increased by 3.8%** between Q4 2020 and Q4 2021.
- Low-Income Housing Tax Credit production and preservation in Sutter County **increased by 32 homes** between 2020 and 2021.
- State and federal funding for housing production and preservation in Sutter County is \$20 million, a **14% increase** from the year prior.
- With the addition of Homekey, the interim and permanent housing supply available in Sutter County in 2021 for persons experiencing homelessness was **1,152 beds**.

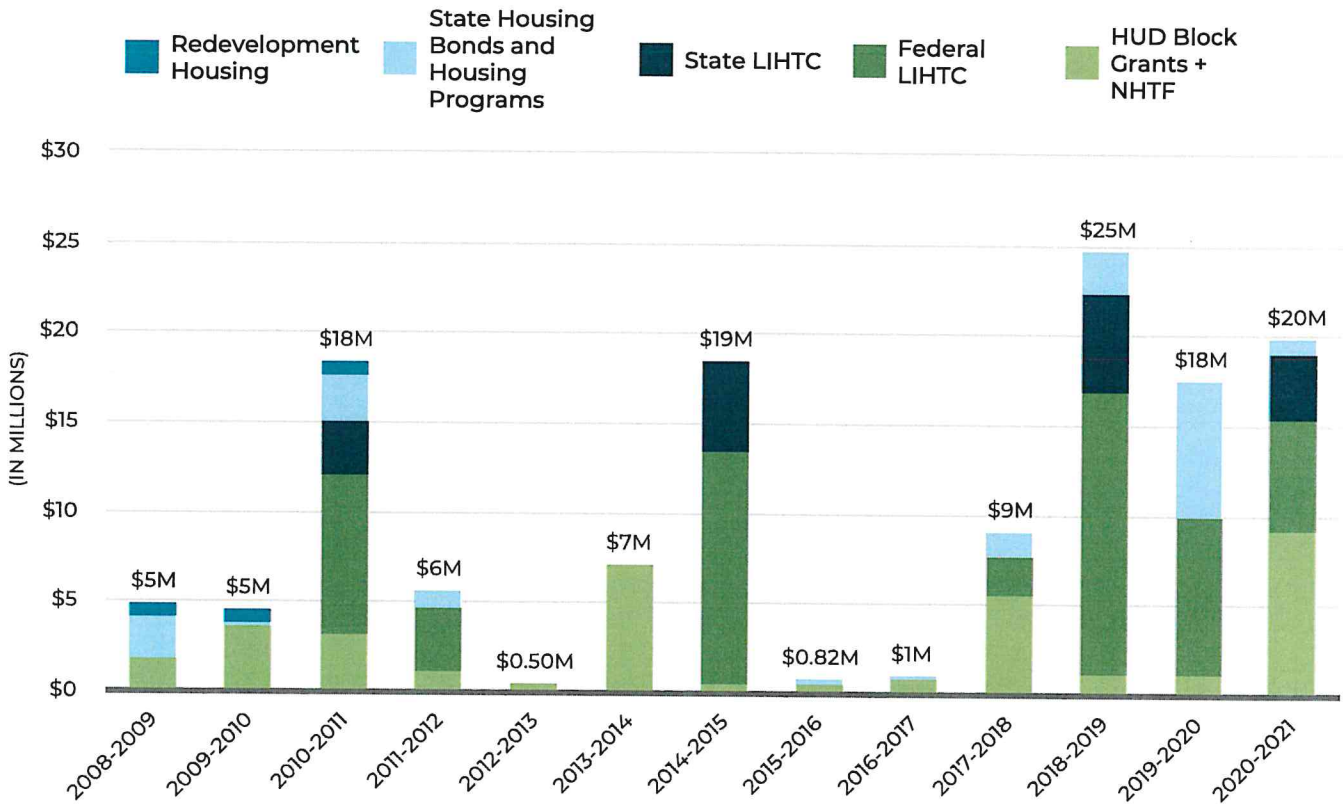
## PROGRESS TOWARDS RHNA

Progress of Sutter County jurisdictions towards 5th cycle Regional Housing Needs Allocation production goals for all income groups (2020 APR data).



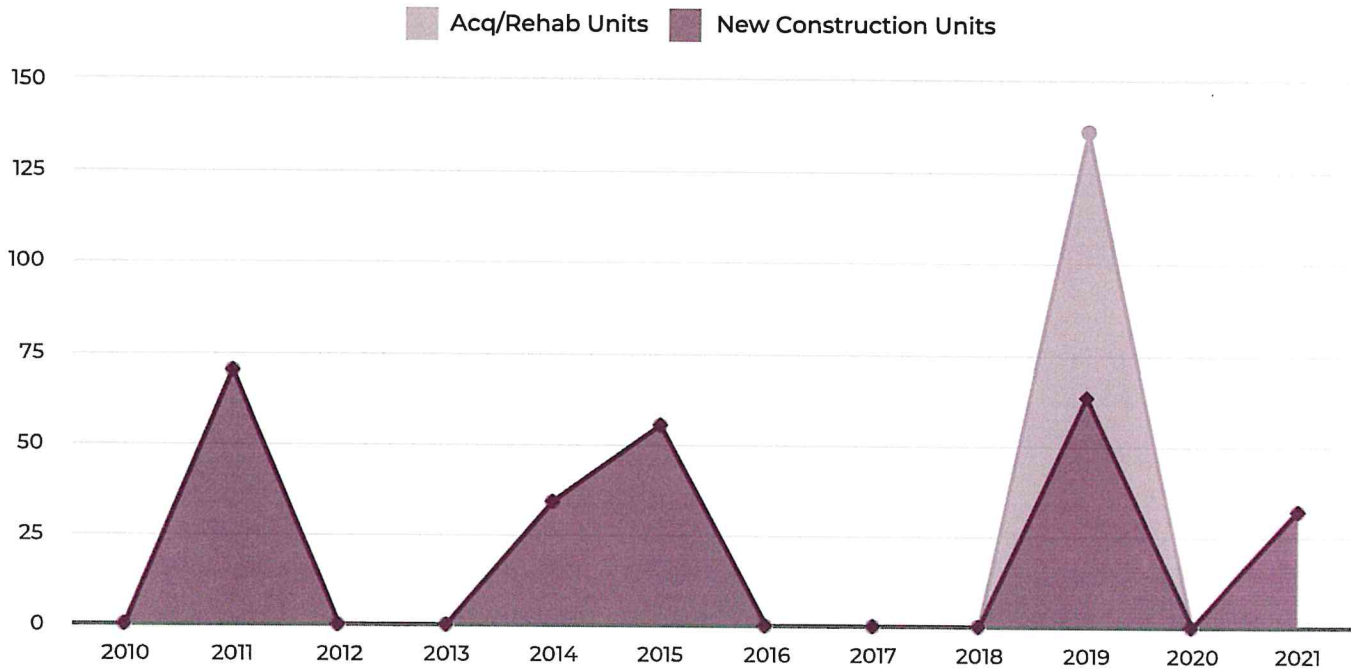
## STATE & FEDERAL FUNDING

State and federal funding for housing production and preservation in Sutter County is \$20 million, a 14% increase from the year prior.



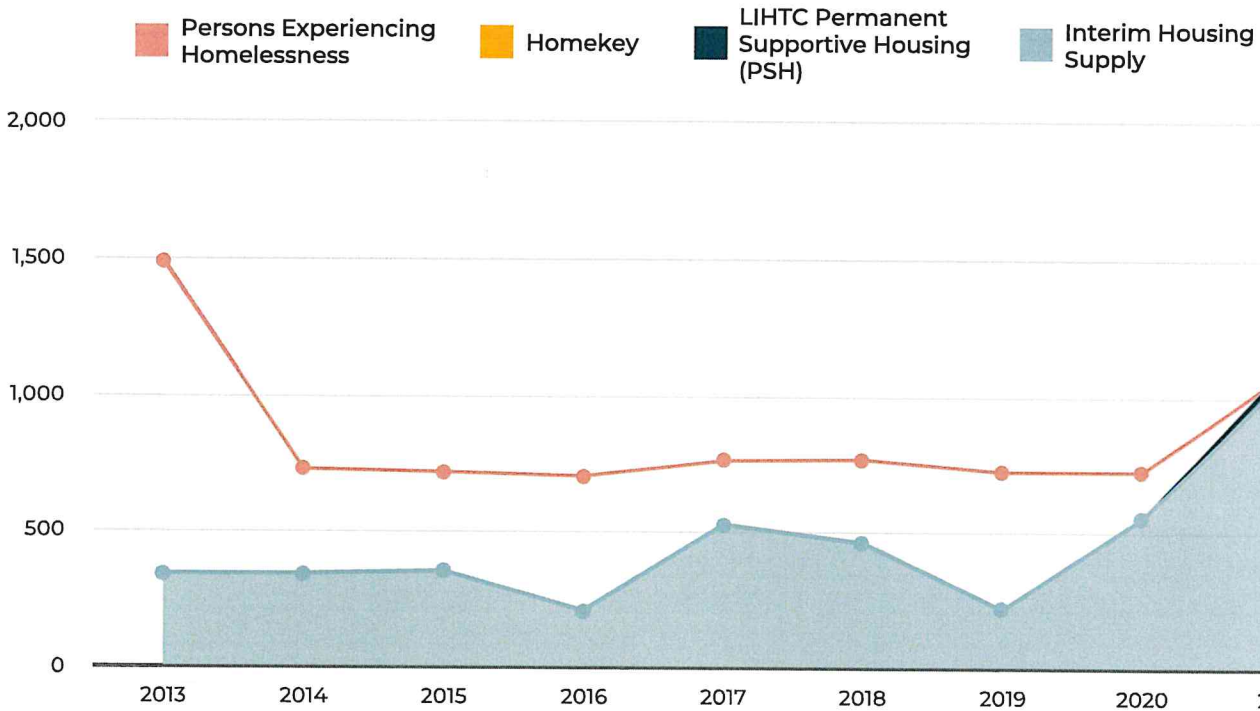
## LIHTC PRODUCTION AND PRESERVATION

Low-Income Housing Tax Credit production and preservation in Sutter County **increased by 32 homes** between 2020 and 2021.



## HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

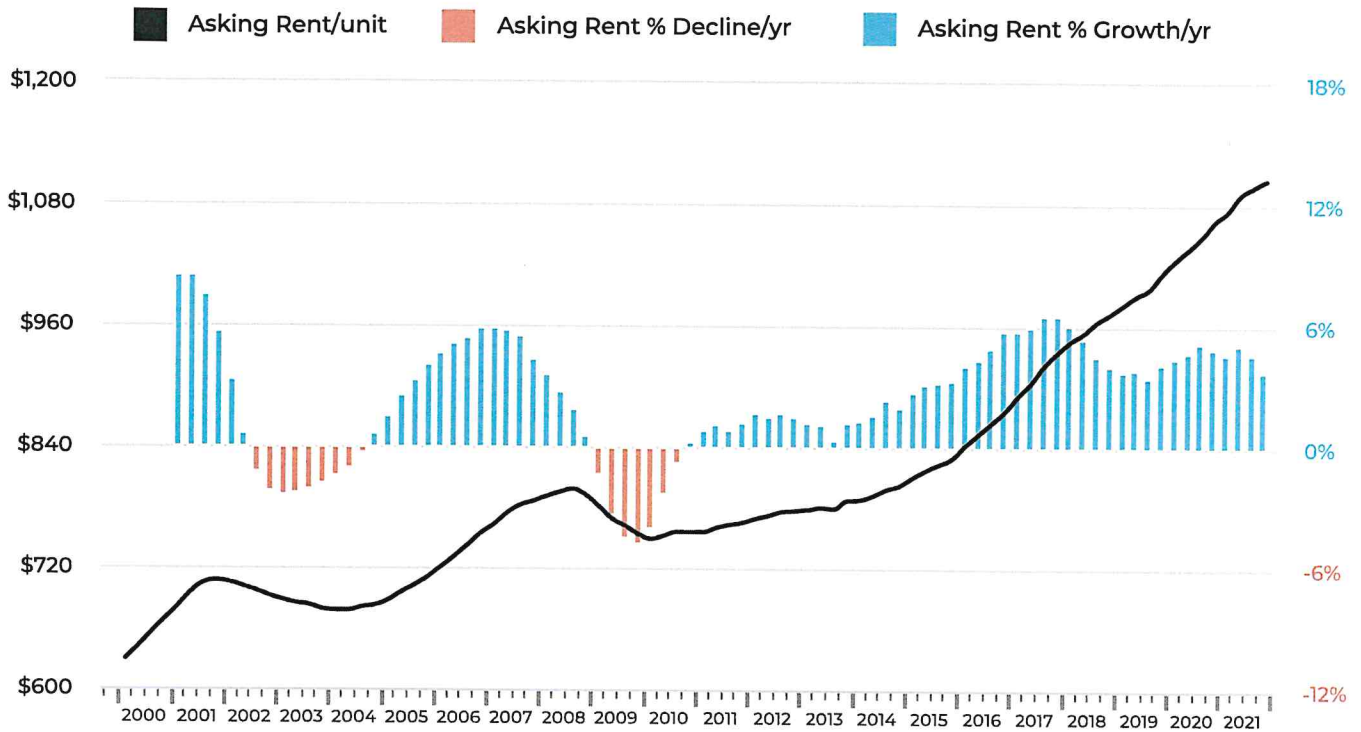
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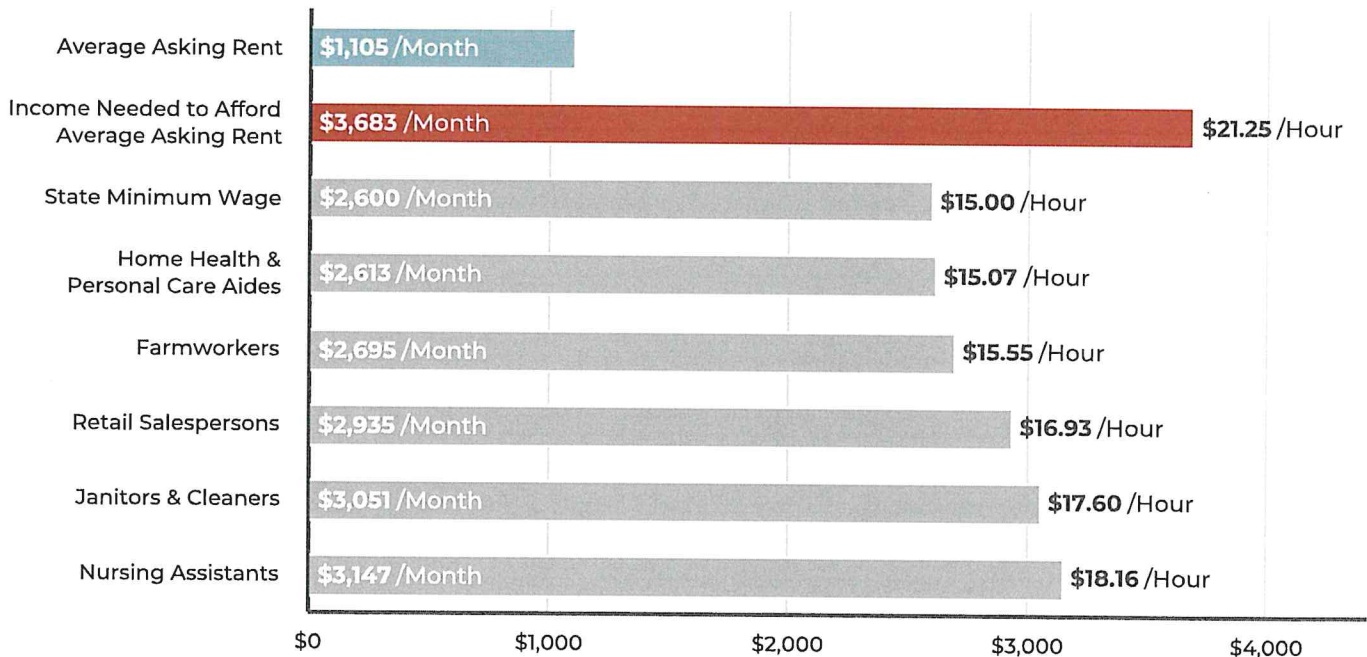
## ASKING RENT TRENDS

Asking rents in Sutter County **increased by 3.8%** between Q4 2020 and Q4 2021.



## WHO CAN AFFORD TO RENT

Renters need to earn **1.4 times** minimum wage to afford the average asking rent in Sutter County.



## HOW POLICYMAKERS CAN HELP

1. INVEST IN OUR VALUES
2. PROMOTE FAIRNESS
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### LIHTC PRODUCTION AND PRESERVATION

California Housing Partnership's Preservation Database, February 2022. Please note that this data does not include manager units or market rate units created through the LIHTC program.

### HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

HUD Point-in-Time (PIT) Housing Inventory Count (HIC) reports, 2013–2021. California Housing Partnership's Preservation Database, February 2022.

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CoStar Group average asking rent for two-bedroom apartments (accessed January 2022).

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This report was produced by the California Housing Partnership | [chpc.net](https://chpc.net)

Lead Researcher: Danielle M. Mazzella, Senior Research Manager

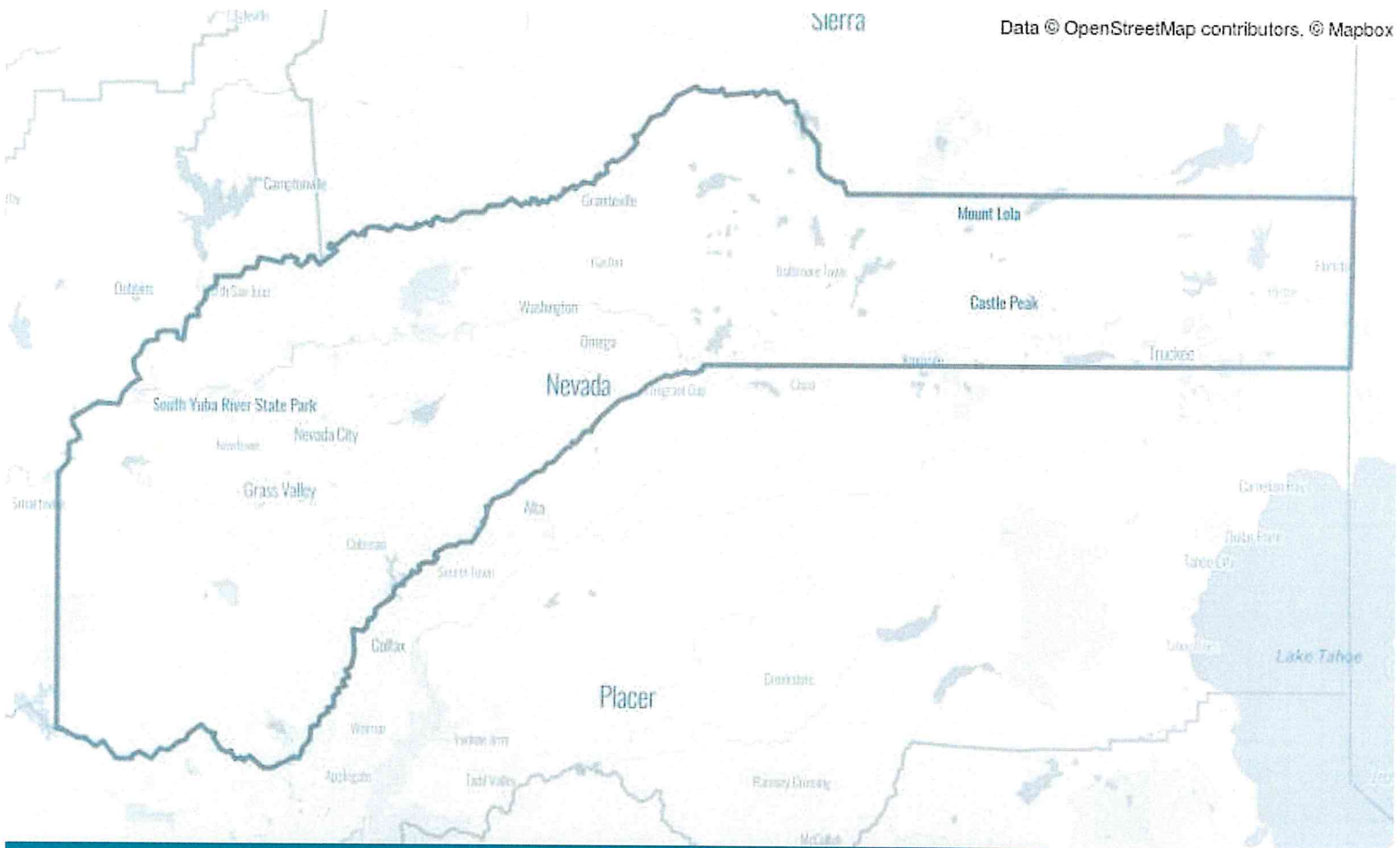
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# NEVADA COUNTY 2022 Affordable Housing Needs Report

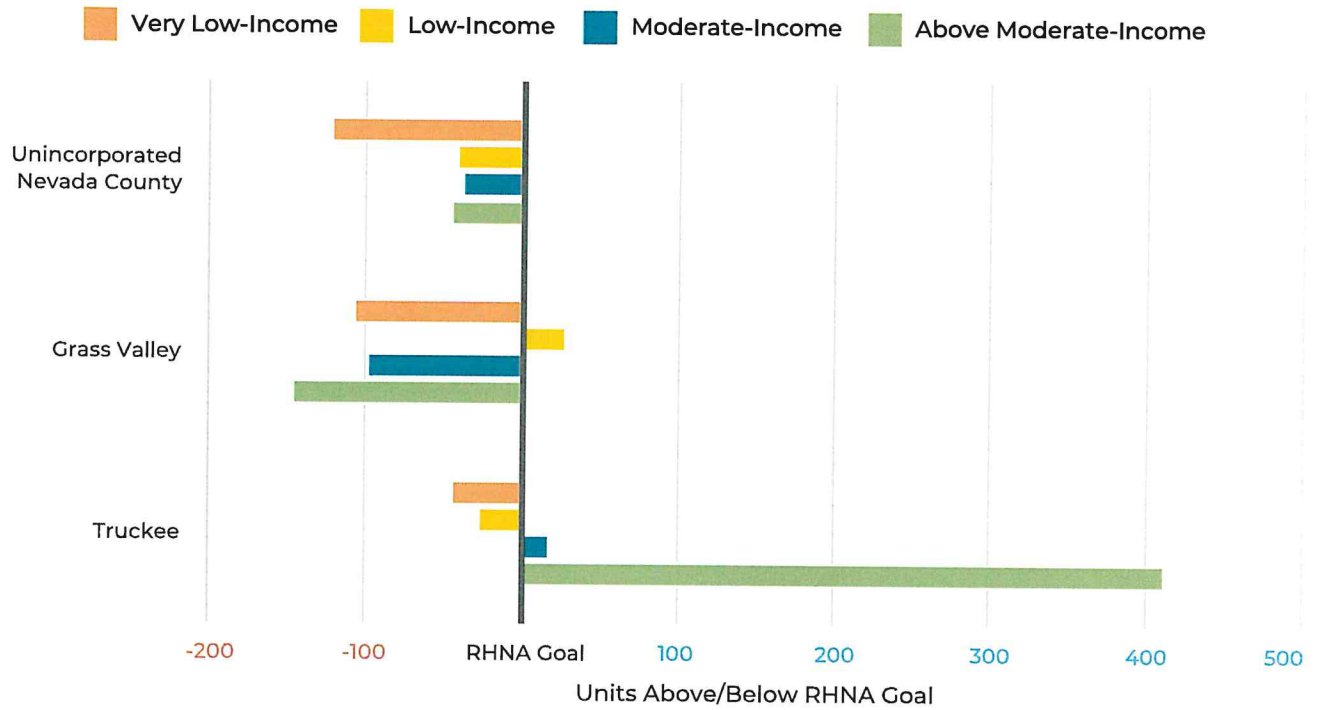


## KEY FINDINGS

- Renters in Nevada County need to earn \$23.37 per hour - **1.6 times** the state minimum wage - to afford the average monthly asking rent of \$1,215.
- Asking rents in Nevada County **increased by 2.9%** between Q4 2020 and Q4 2021.
- Low-Income Housing Tax Credit production and preservation in Nevada County remained low in 2020 and 2021.
- State and federal funding for housing production and preservation in Nevada County is \$44 million, a **36% decrease** from the year prior.
- With the addition of Homekey, the interim and permanent housing supply available in Nevada County in 2021 for persons experiencing homelessness was **246 beds**.

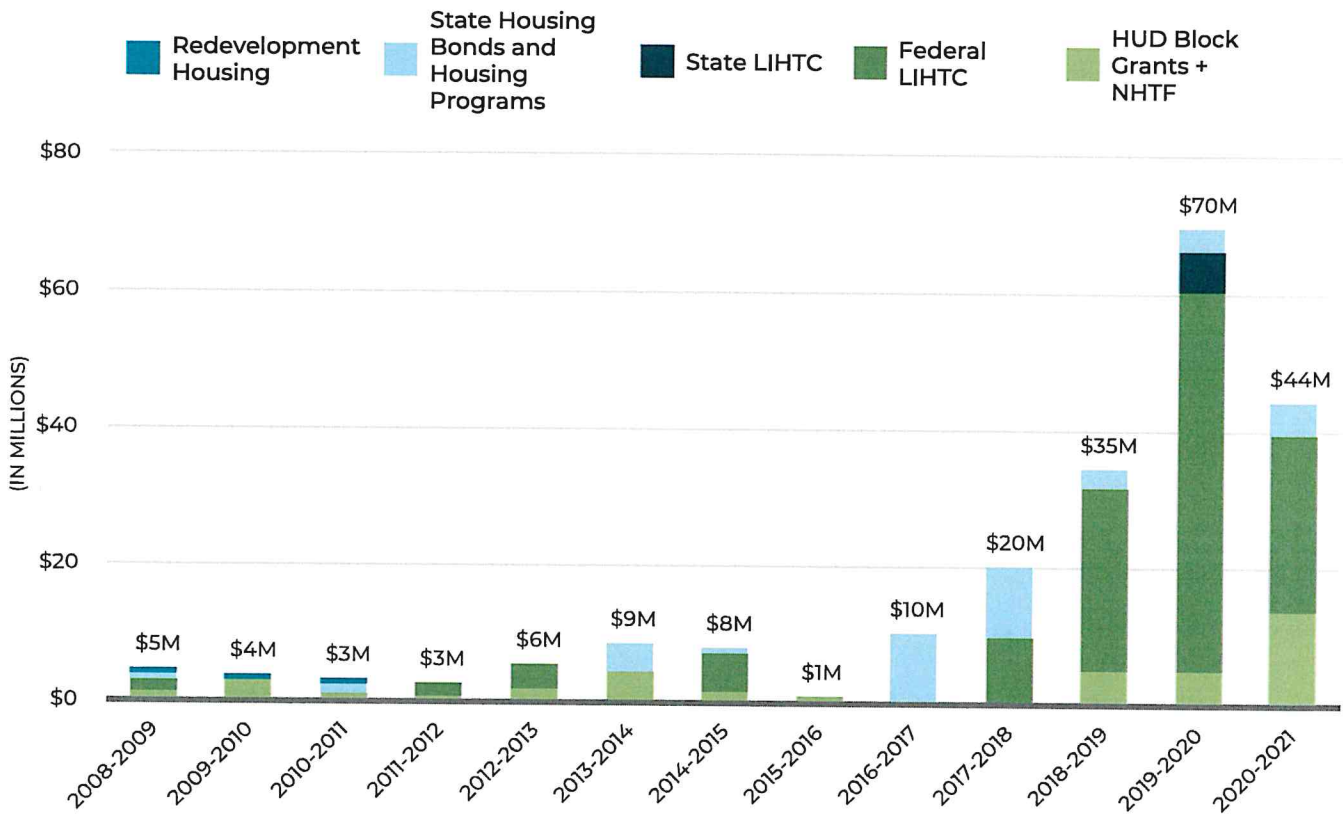
## PROGRESS TOWARDS RHNA

Progress of Nevada County jurisdictions towards 5th cycle Regional Housing Needs Allocation production goals for all income groups (2020 APR data).



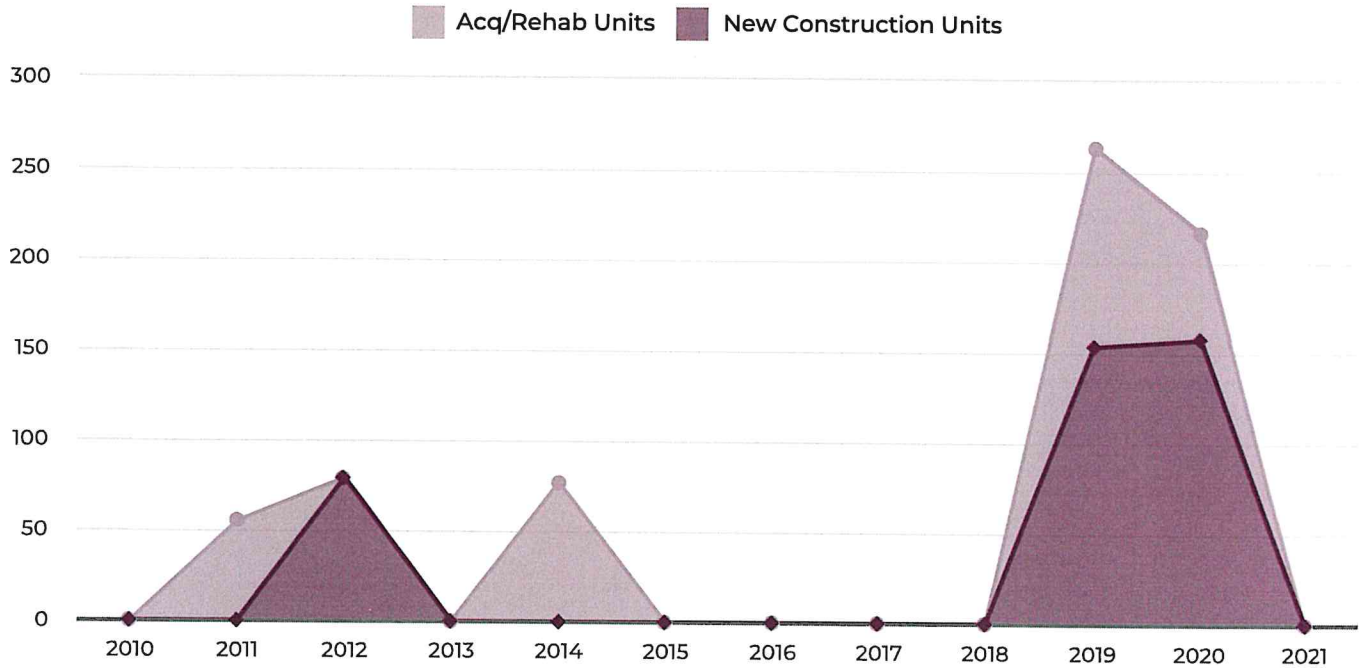
## STATE & FEDERAL FUNDING

State and federal funding for housing production and preservation in Nevada County is \$44 million, a 36% decrease from the year prior.



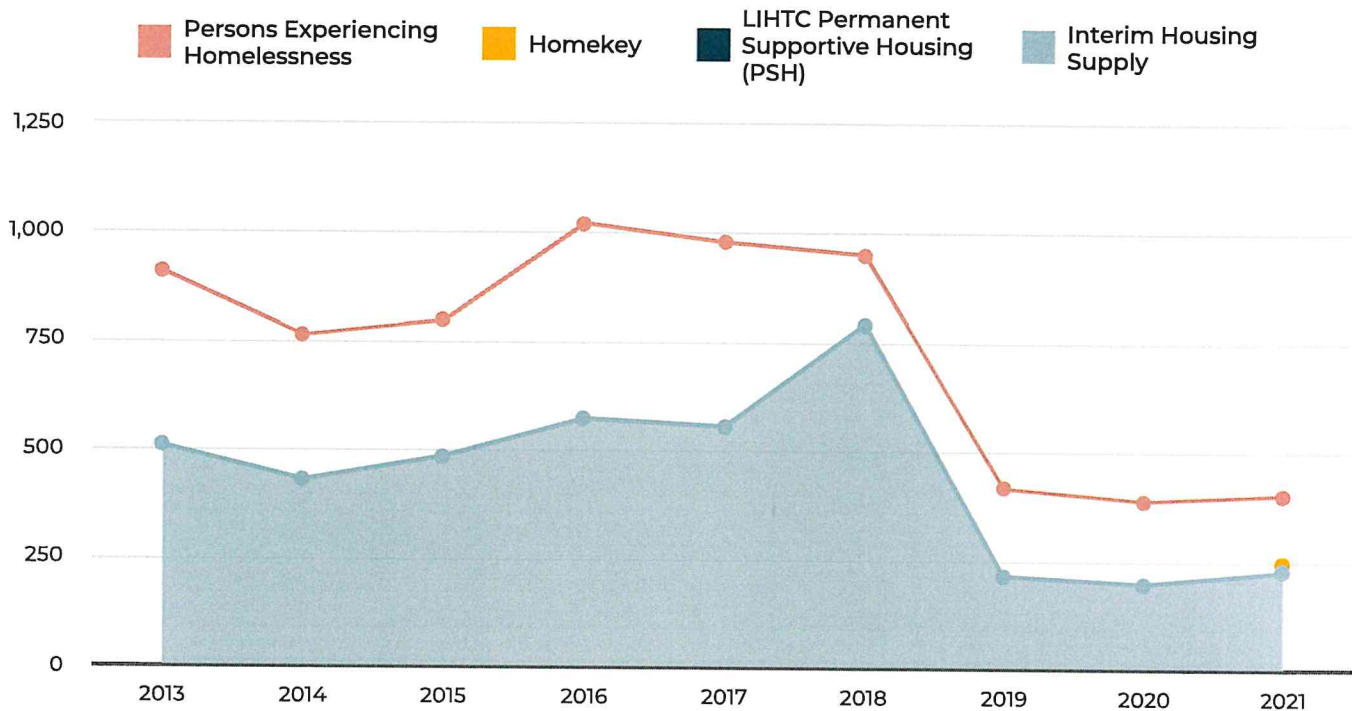
## LIHTC PRODUCTION AND PRESERVATION

Low-Income Housing Tax Credit production and preservation in Nevada County remained low in 2020 and 2021.



## HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

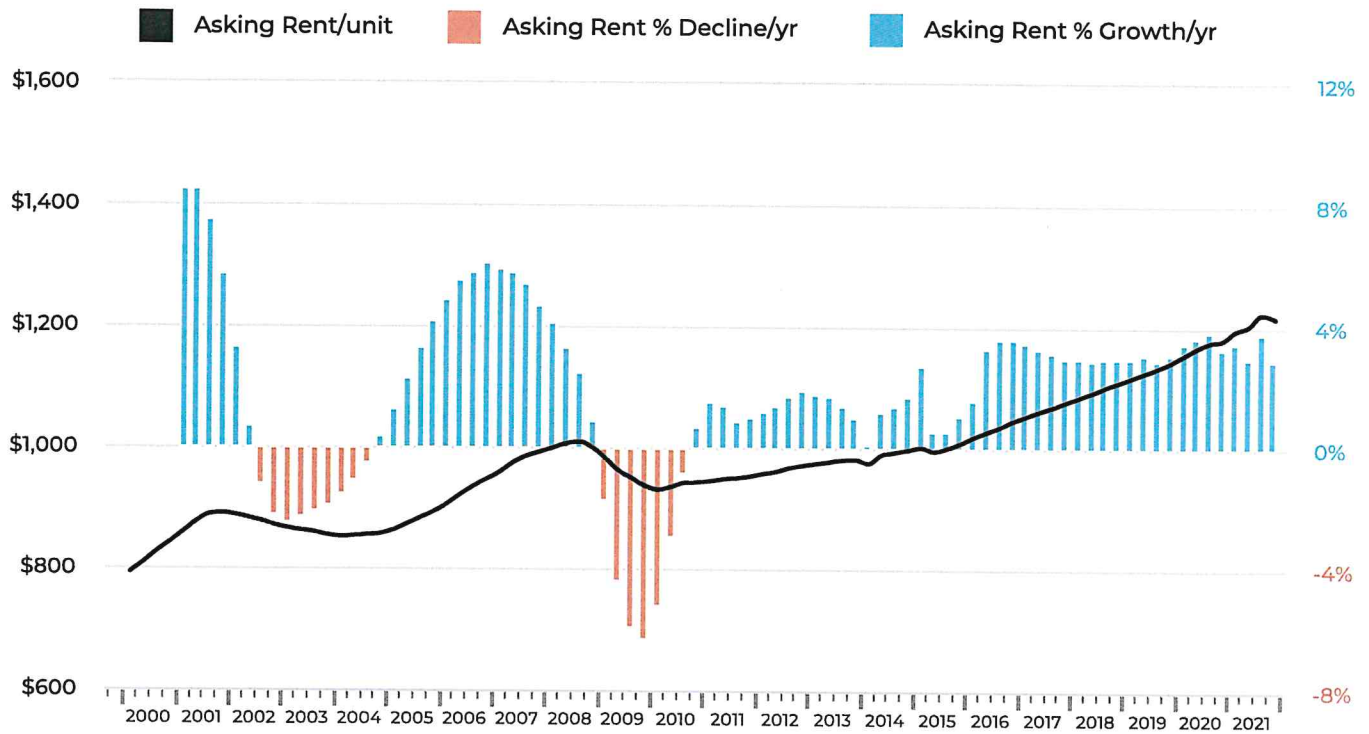
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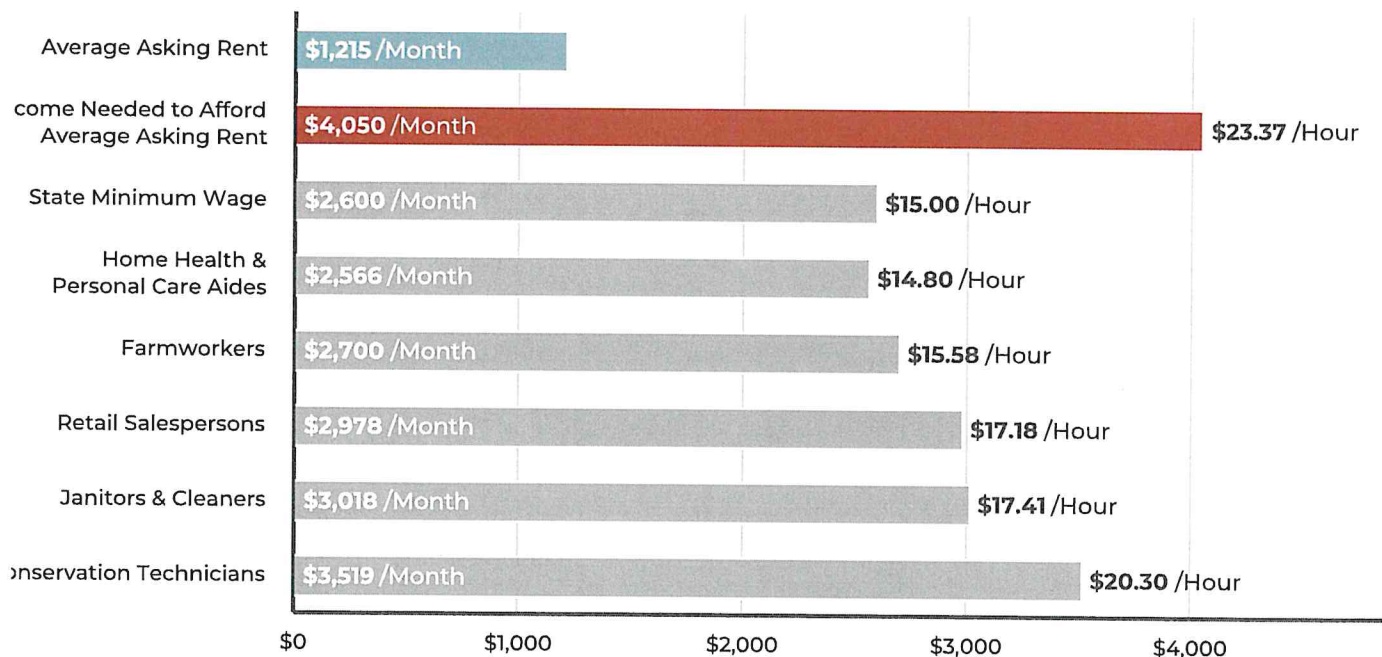
## ASKING RENT TRENDS

Asking rents in Nevada County **increased by 2.9%** between Q4 2020 and Q4 2021.



## WHO CAN AFFORD TO RENT

Renters need to earn **1.6 times** minimum wage to afford the average asking rent in Nevada County.



## HOW POLICYMAKERS CAN HELP

1. INVEST IN OUR VALUES
2. PROMOTE FAIRNESS
3. PROTECT PEOPLE
4. REIMAGINE GROWTH
5. CREATE EFFICIENCY & ACCOUNTABILITY



## Roadmap Home 2030

Learn more: [roadmaphome2030.org](https://roadmaphome2030.org)

## DATA SOURCES & NOTES

### PROGRESS TOWARDS RHNA

California Department of Housing and Community Development (HCD) 5th Cycle Annual Progress Report Permit Summary, July 2021.

### FUNDING FOR HOUSING

California Housing Partnership analysis of HCD Program Awards and Annual Reports, U.S. Department of Housing and Urban Development (HUD) CPD Appropriations Budget Reports, California Housing Finance Agency (CalHFA) Mixed Income Program, California Business, Consumer Services and Housing Agency (BCHS) Program Reports, California Strategic Growth Council (SGC) Affordable Housing Sustainable Communities Program, and federal and state Low-Income Housing Tax Credits (LIHTC).

### LIHTC PRODUCTION AND PRESERVATION

California Housing Partnership's Preservation Database, February 2022. Please note that this data does not include manager units or market rate units created through the LIHTC program.

### HOUSING FOR PERSONS EXPERIENCING HOMELESSNESS

HUD Point-in-Time (PIT) Housing Inventory Count (HIC) reports, 2013–2021. California Housing Partnership's Preservation Database, February 2022.

### ASKING RENT TRENDS

CoStar Group average asking rent for two-bedroom apartments (accessed January 2022).

**Data is only one part of the story.** To find out more about proposed solutions, contact us ([chpc.net/contact](https://chpc.net/contact)) or reach out to our local/regional partners ([chpc.net/advocacy-partners](https://chpc.net/advocacy-partners)).

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